

Society Bylaws

Name of Society

Supporting Local Area Musicians in Airdrie Society

By Laws of Supporting Local Area Musicians in Airdrie (SLAM in Airdrie)

BYLAWS

ARTICLE I – MEMBERSHIP

1.1 Any person residing in Alberta, and being of the full age of 18 years, may become a member of the society, and upon payment of the fee if required. Any person under the age of 18 years may in the same manner become a member upon payment of half of the said fee if required.

1.2 Any member wishing to withdraw from membership may do so upon a notice in writing or by email to the Board through its Secretary. If any member is in arrears for fees or assessments for any year, such member shall be automatically suspended at the expiration of six months from the end of such year and shall thereafter be entitled to no membership privileges or powers in the society until reinstated. Any member upon a majority vote of the directors in good standing may be expelled from membership for any cause which the society may deem reasonable.

1.3 Membership fees will be determined annually by a majority vote of the Board.

ARTICLE II – GOVERNMENT

2.1 BOARD OF DIRECTORS

The Board shall, subject to the bylaws or directions given it by majority vote at any meeting properly called and constituted, have full control and management of the affairs of the society.

A person appointed or elected a director becomes a director if they were present at the meeting when being appointed or elected, and did not refuse the appointment. They may also become a director if they were not present at the meeting but consented in writing or email to act as director before the appointment or election, or within ten days after the appointment or election, or if they acted as a director pursuant to the appointment or election.

A director/officer that is not meeting their accountabilities or any cause which the society may deem reasonable can be removed from office upon a majority vote at any society meeting of the all directors in good standing.

Term of office of the President and Vice President shall be two years. Members of the Board of Directors shall be one year. The President and Vice President shall not serve more than two (2) consecutive terms in the same office.

2.2 PRESIDENT

The President shall be ex-officio a member of all Committees. He/she shall, when present, preside at all meetings of the society and of the Board. In his/her absence, the Vice-President shall preside at any such meetings. In the absence of both, a chairperson may be elected at the meeting to preside. Core accountabilities include:

- Setting the dates for all meetings
- Preparing meeting agendas
- Distributing meeting agendas
- Chairing all meetings

2.3 VICE PRESIDENT

The Vice President shall be shall assume the duties of the President in the event of the latter's absence or incapacity. He/she shall perform such other duties as authorized or prescribed for him/her by the President or the Executive Board. Core accountabilities include:

- Marketing
- Advertising
- Promotion
- Primary spokesperson
- Social Media

2.4 SECRETARY

It shall be the duty of the secretary to attend all meetings of the society and of the Board.

Core accountabilities include:

- Keep accurate minutes of all meetings
- Have charge of the Seal of the society which whenever used shall be authenticated by the signature of the Secretary and the President, or, in the case of the death or inability of either to act, by the Vice-President
- Have charge of all the correspondence of the society
- Send all notices of the various meetings as required
- Collect and receive the annual dues or assessments levied by the society
- Turn over all funds collected to the Treasurer for deposit

2.5 TREASURER

The Treasurer shall receive all monies paid to the society and be responsible for the deposit of same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Board may order.

- He/she shall properly account for the funds of the society and keep such books as may be directed.
- He/she shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual Meeting a statement duly audited of the financial position of the society and submit a copy of same to the Secretary for the records of the society.
- The Office of the Secretary and Treasurer may be filled by one person if any annual meeting for the election of officers shall so decide.

2.6 DIRECTOR of MEMBERSHIP and MARKETING

Keep a record of all the members of the society and their addresses. Core accountabilities include:

- Maintain the members' information
- Maintain the membership cards

- Coordinate efforts to attract new members and retain current members
- Compose a quarterly members newsletter

2.7 PAST PRESIDENT

The Past President will serve as a voting member of the board of directors and shall not serve more than two (2) consecutive terms following his/her term as President. The purpose of the Past president is to advise the board or directors and to serve as a consultant to the President.

Core accountabilities include:

- Assist the President in accomplishing the purposes and goals.
- Performs all duties assigned by the President.
- Represent SLAM in Airdrie as an elected official.
- Maintain close contact with the President.

2.8 COMMITTEES

Other committees may be appointed by the President with the approval of the Board. The President shall be considered a member of any committees of his/her choosing.

ARTICLE III -MEETINGS

3.1 This society shall hold an annual meeting each year within 90 days of the fiscal year end, of which notice in writing to the last known email address of each member shall be delivered by email fourteen (14) days prior to the date of the meeting. At this meeting there shall be elected a President, Vice-President, Secretary, Treasurer, (or Secretary/Treasurer), Director of Membership and Director of Marketing. The officers and directors so elected shall form a Board, and shall serve until their successors are elected and installed. Any vacancy occurring during the year shall be filled at the next meeting, provided it is so stated in the notice calling such meeting. Any member in good standing shall be eligible to any office in the society.

3.2 General meetings of the society may be called at any time by the Secretary upon the instructions of the President or Board by notice in writing to the last known email address of each member, delivered seven (7) days' prior to the date of such meeting. A special meeting shall be called by the President or Secretary upon receipt of a petition signed by one-third of the members in good standing, setting forth the reasons for calling such meeting, which shall be by email to the last known email address of each member, delivered by email seven(7) days prior to the meeting.

3.3 Three (3) members in good standing shall constitute a quorum at any meeting.

3.4 Any member who has not withdrawn from membership nor has been neither suspended nor expelled shall have the right to vote at any meeting of the society. Such votes must be made in person and not by proxy or otherwise.

3.5 Meetings of the Board shall be held as often as may be required, but at least once every three (3) months, and shall be called by the President. A special meeting may be called on the instructions of any two (2) members of the Board of Directors provided they request the President in writing or email to call such meetings, and state the business to be brought before the meeting. Meetings of the Board shall be called by seven (7) days' notice in writing or email to each member of the Board or by three (3) days' notice by fax or telephone. Any three (3) members shall constitute a quorum, and meetings shall be held without notice if a quorum of the Board is present, provided however, that any business transactions at such meeting shall be ratified at the next regularly called meeting of the Board; otherwise they shall be null and void.

ARTICLE IV -REMUNERATION

4.1 Unless authorized at any meeting and after notice for same shall have been given, no officer, director, or member of the society shall receive any remuneration for his/her services.

ARTICLE V -BORROWING POWERS

5.1 For the purpose of carrying out its objects, the society may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only under the authority of the society, and in no case shall debentures be issued without the sanction of a special resolution of the society.

ARTICLE VI -BYLAWS

6.1 The Bylaws may be rescinded, altered or added to by a "Special Resolution".

ARTICLE VII -AUDITING

7.1 The books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by a duly qualified accountant or by two Directors. The auditing Directors cannot have bank signing authority or be the audited years President or Treasurer. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor at the Annual Meeting of the society. The fiscal year end of the society in each year shall be March 31 (month & day).

7.2 The books and records of the society may be inspected by any member of the society at the Annual Meeting or at any time upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of same. Each member of the Board shall at all times have access to such books and records.

ARTICLE VIII – DISOLUTION

8.1 In the event that seventy-five (75) percent of the membership in good standing vote to dissolve the Society and an Annual General Meeting or Special meeting called for that purpose, all assets of the Society shall be donated to one or more non-profit associations located in the City of Airdrie, in the Province of Alberta. The members present shall determine which non-profit associations will receive the funds.

Date: _____

Signature: _____

Print Name: _____

Complete Address: _____

Signature: _____

Print Name: _____

Complete Address: _____

Signature: _____

Print Name: _____

Complete Address: _____

Signature: _____

Print Name: _____

Complete Address: _____

Signature: _____

Print Name: _____

Complete Address: _____

This information is being collected for the purposes of corporate registry records in accordance with the Societies Act. Questions about the collection of this information can be directed to the Freedom of Information and Protection of Privacy Coordinator for the Alberta Government, Box 3140, Edmonton, Alberta T5J 2G7, (780) 427-7013

Version 7 June 2017