

## **CONSTITUTION**

### **I. PURPOSES**

1. The name of the club is: Kamloops Outdoor Club, hereinafter referred to as “the Club”.
2. The purposes of the Club are:
  - (a) To bring together in fellowship those interested in selected outdoor activities and, by the strength of numbers , to permit its members such privileges as are impossible for individuals to obtain.
  - (b) To share knowledge and skills in such outdoor activities as hiking, cross country skiing, cycling, canoeing and snowshoeing.
3. The Club shall collect, receive, hold and invest funds necessary for the above purposes, and receive and hold real estate and personal property by gift, devise or bequest, and administer the same to further the above objectives. This clause is alterable further to Section 22 of the Society Act.
4. The operations of the Club shall be chiefly carried on in and around the city of Kamloops in the province of British Columbia; major trips may extend to points of interest further afield. This clause is alterable further to Section 22 of the Society Act.
5. The Club shall be for amateurs only; no sport shall be taken up with a professional end in view. This clause is alterable further to Section 22 of the Society Act.

6. On termination or dissolution of the Club, after all debts have been paid or provision for payment has been made, the assets remaining shall be paid, transferred or delivered to the Minister of Finance.
7. The facilities or premises operated by the Club shall be open to the public for a reasonable fee.
8. Clauses 6, 7 and 8 are unalterable.
9. In the spirit of maintaining its purpose the Club is a non-political, non-partisan organization except as regards issues which directly affect the Club as determined by the Club Executive or at an AGM.

# **BYLAWS OF THE KAMLOOPS OUTDOOR CLUB**

## **II MEMBERSHIP**

1. Any person 18 years or older, interested in the Club's outdoor activities may become a member in good standing by:
  - (a) Taking part in two club outings/work-parties
  - (b) Paying the current annual membership dues, and
  - (c) Signing the waiver of liability form
  - (d) Children may participate with a member in any Club activity without a fee provided a written waiver has been obtained from the legal guardian. Children may not hold voting privileges.
  
2. Upon joining the Club a new member will be given:
  - (a) The guidelines for new members.
  - (b) The guidelines for participants in activities.
  - (c) Notice of the Club's website where the constitution, by-laws and guidelines are posted.
  
3. Every member must uphold the constitution and comply with the Club bylaws and guidelines.
  
4. Every member has a responsibility to be involved in the activities and functioning of the Club. The functioning of the Club includes volunteering for work parties, trip leadership, executive, or social program work. Should a member appear not to be fulfilling their responsibilities to the Club, his/her continuing membership will be reviewed by the Executive.

5. A person ceases to be a member of the Club:
  - (a) by delivering his or her resignation in writing to the secretary or treasurer of the Club or by mailing it or delivering it to the address of the Club.
  - (b) upon being expelled (see article 7) or
  - (c) by being delinquent in annual dues ( see part III article 3)
  
6. From time to time the Club develops guidelines for appropriate behaviour at Club activities or for the use of Club properties. All members are expected to familiarize themselves with these guidelines and to abide by them.
  
7. Should the conduct of a member at any time, either within or without the premises of the Club, in the opinion of any member, be injurious to the character or interests of the Club, a report of such conduct shall be made to the Executive by the complaining member. The Executive shall be empowered upon a two-thirds vote of its number to recommend to the offending member that he/she withdraw from the Club. Before making such recommendation, the Executive shall present the charge in writing to the offending member and he/she shall be entitled to a hearing upon the matter. In all cases the decision of the Executive shall be submitted to the Club at the Annual General Meeting or at the next General Meeting. Before a vote is taken the offending member shall be heard by the Club if he/she so desires.

Note: Any use of illegal drugs or excessive use of alcoholic beverages on Club premises or outings shall be considered to be a cause to invoke this clause and may lead to a member being dismissed from the Club.
  
8. Once paid, no annual dues shall be refunded. There shall be no reduction in annual dues for an applicant who joins the Club after the commencement of the Club year.

9. The maximum number of Club members shall be approximately 100, in line with the primary purpose of the Club, i.e. fellowship, unless this number is changed at the Annual General Meeting.
  
10. A Club member may be considered for Honorary Life Membership if the following conditions are met:
  - (a) The nominee has been a Club member for more than 20 years.
  
  - (b) The nominee has given extraordinary service to the Club over an extended period of time.
  
  - (b) Five members in good standing submit the name of the nominee to the Annual General Meeting for approval by a vote of the majority of members present.

An Honorary Life Member enjoys all Club privileges and pays no annual dues for the remainder of his/her life.

### **III. FINANCIAL**

1. The fiscal year shall be from September 1 to August 31.
  
2. The annual membership fees shall be set by vote at the Annual General Meeting.
  
3. The Club year commences October 1. After January 31, a member who has not paid his/her annual dues shall be considered not in good standing. A new member who pays his/her initial dues between September 1 and October 1 shall be considered a member in good standing for the following Club year.
  
4. The members at the Annual General Meeting shall decide whether or not the Club's financial statements and support documents shall be reviewed. If a review is required the Executive shall appoint an appropriate person to conduct the review.
  
5. Investment of Club funds shall be limited to low risk investments such as term deposits, guaranteed investment certificates or money market funds. Any variation from the above requires approval at the Annual General Meeting or a special meeting.

#### **IV. GENERAL MEETINGS AND SPECIAL MEETINGS**

1. The Annual General Meeting shall be held not later than September 30<sup>th</sup> each year.
2. Only members in good standing (see Part II Article 1, Part III. Article 3) shall be eligible for office or have the right to vote at any meeting of the Club, or enjoy any privileges of the Club.
3. Executive Meetings shall be held as required. The quorum at such meetings shall be two-thirds of the current Executive.
4. General/ Special Meetings shall be held as required. The quorum at such meetings shall be 15 members in good standing.
5. At all meetings of the Club, except where required by the Society Act, a majority vote shall carry and, should the vote be equal, the Chairperson shall have a casting vote. Proxy votes shall not be permitted.
6. Members shall be given 14 days notice of the Annual General Meeting and any Special meetings. The notice will specify the purpose, the place, day and hour of the meeting.
  - (a) The accidental omission to give notice of a meeting to, or the non receipt of a notice by, any of the members entitled to receive notice does not invalidate the proceedings at the meeting.

## **V. THE EXECUTIVE AND OFFICERS**

1. Officers shall be the President, Vice-President, Immediate Past-President, Treasurer and Secretary, whose duties shall be:
  - (a) The President shall, when present, preside at all meetings of the Club and the Executive, and shall have the general supervision and direction of all activities of the Club. Upon the President's request, all write-ups and programmes shall be approved by him/her before going to print. The term of office shall not exceed two consecutive years.
  - (b) The Vice-President shall share the responsibilities of the President and fulfill the duties of the latter when the President is absent, or when requested to do so by the President and when so acting shall have all the powers of the President.
  - (c) The Immediate Past-President shall serve in an advisory capacity to the Executive.
  - (d) The Treasurer shall be the custodian of all funds of the Club and shall, when requested, present a statement showing the Club's current financial standing. He/she shall prepare the annual financial statement of the Club. He/she shall keep a record of all dues of the members and, when said dues are in arrears, shall notify the delinquent members to this effect.
  - (e) The Secretary shall keep the minutes book of the Club and shall record therein all deliberations and resolutions at all meetings of the Club and meetings of the Executive. He/she shall notify the members of meetings. He/she shall be the custodian of all the official documents and correspondence of the Club and shall keep a list of the names and addresses of every member. The Secretary shall, upon the direction of the President, the Executive, or the Club, reply to any correspondence.

2. The Executive shall consist of the President, Vice-President, Immediate Past-President, Secretary, Treasurer, Programme, Cabin, Webmaster and the chairperson of any other committee which may be appointed from time to time.
3. The election of officers shall take place at the Annual General Meeting.
4. Nominations shall be made either by a nominating committee or by voice at the Annual General Meeting. They shall be proposed by members in good standing and consented to by the candidate either prior to or at, the Annual General Meeting.
5. Candidates receiving the majority vote of the members present shall be elected.
6. Officers shall be elected first, then standing committees, then the chairperson(s) of any other committees.
7. In the case of a vacancy in the Executive occurring during the year, the vacancy shall be filled by appointment by the Executive and this person shall hold office until the next Annual General Meeting.

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