

**FORM 3**  
**SOCIETY ACT**  
***CONSTITUTION***

1. The name of the society is:                   SOUTHEAST VANCOUVER ARTS  
AND CULTURAL SENIORS' CENTRE SOCIETY

The purposes of the society are:

- Section 1 To develop, promote and provide programs, activities, services and special events for adults of all cultures in the Southeast section of Vancouver.
- Section 2 To raise and provide the necessary funding to purchase the essential equipment, supplies and/or furniture needed to provide seniors programming, activities, special community events and services
- Section 3 To negotiate contracts and the rate of pay with the various instructors or staff needed to operate the programs, events or services for the Society.
- Section 4 To set the fees and charges that are charged to patrons and users for the seniors programs, activities, special community events and services.

Dissolution of the Society:

- Section 1 In the event of winding up or dissolution of the Association, the funds and assets of the Association remaining after payment of all cost, charges, and expenses which are properly incurred in the winding up shall be distributed to any other Society, located in Southeast Vancouver, with the same or similar purposes, if that Association is duly incorporated under the Societies Act.

(2)

**BYLAWS**

**ARTICLE 1 – MEMBERSHIP**

- Section 1 (a) Any person 55 years of age or older may apply to the Society for membership and be accepted in the Association annually.
- (b) Any person under 55 years of age may apply to the Society as an Associate Member and be accepted in the Association, but without voting rights.
- (c) All members remain in good standing, except when a member fails to renew their current annual membership.
- Section 2 Every member shall uphold the Constitution and comply with these Bylaws.

Section 3 A member that is not in good standing and shall cease to be a member of the Association:

by failing to renew their current annual membership;

- (b) by delivering his/her resignation in writing to the secretary of the Association or by mailing or delivering it to the address of the Association
- (c) on his/her death or in the case of a corporation on dissolution;
- (d) on being expelled; or

on having been a member not in good standing for 12 consecutive months.

on expulsion by the Board of Directors

Section 4 (a) A member or director whose conduct is prejudicial to the Association may have all or some of their rights, if any, to use of the Southeast Vancouver Seniors Centre and related facilities suspended by a resolution of the directors.

(3)

On receipt of a complaint in writing from any member of the Association the directors shall hold a hearing at which the director or member shall have the right to be heard and to call witnesses and thereafter the directors may exercise the powers given to them by section 4(a)

Notwithstanding the foregoing, the President may suspend the privileges of a member or director pending such a hearing.

Section 5 (a) A member or director may be expelled by a special resolution of the Members passed at a general meeting.

The notice of special resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion.

The member or director who is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at the general meeting before the special resolution is put to a vote.

## **ARTICLE II – MEETING OF MEMBERS**

Section 1 General meetings of the Association shall be held at the time and place in accordance with the Society Act, that the directors decide.

Section 2 Every General meeting, other than an Annual General Meeting, is an extraordinary general meeting.

Section 3 The directors may, when they think fit, convene an extraordinary general meeting.

Section 4 The Annual General Meeting of the Association shall be held at least once in every calendar year and not more than 15 months after holding the last preceding Annual General Meeting.

## **ARTICLE III – PROCEEDINGS AT GENERAL MEETINGS**

Section 1 All business transacted at an Annual General Meeting or an extraordinary general meeting is:

The adoption of rules of order  
The consideration of the financial statements  
The reports to the directors  
The election of directors

(4)

The other business that, under these bylaws, may be transacted  
Business which is brought under consideration by the report of the directors

Section 2 Except as otherwise provided by these bylaws, the rules of order at any meeting shall be Robert's Rules of Order, unless other rules or modifications of those rules are adopted by the directors or members.

Section 3 A quorum shall be the majority of members elected and be at least 5 persons present.

Section 4 A member over 55 years of age, in good standing, and present at a meeting of members is entitled to one vote.

Section 5 Voting is by show of hands or by secret ballot if requested by three or more members.

Unless they are elected by acclamation, voting for directors is by secret ballot.

Voting by proxy is not permitted.

#### **ARTICLE IV – DIRECTORS AND OFFICERS**

Section 1 The President, 1<sup>ST</sup> Vice President, 2<sup>ND</sup> Vice President, Secretary, and Treasurer shall be officers of the Association.

Section 2 In order to qualify for election to an officer's position, a person must serve one prior year as a director.

Section 3 The officers shall be elected at the Annual General Meeting for the term of two years and may not run for an officer for more than three consecutive terms (six years). The President, 2<sup>nd</sup> Vice President and the Secretary shall run for office on even years. The 1<sup>st</sup> Vice President, and Treasurer shall run for office on odd years.

Section 4 In addition to the officers, there shall be at least 3 directors at large, or a greater number of directors at large determined ordinary resolution at a general meeting.

Section 5 (a) The President shall preside at all meetings of the Association

The president is the chief executive officer of the Association and shall supervise the other officers in the execution of their duties.

(5)

(b) The 1<sup>st</sup> vice president shall carry out the duties of the president during his absence. The 2<sup>nd</sup> vice president shall carry out the duties of the president, if the 1<sup>st</sup> vice president cannot.

(c) The Secretary shall:

Conduct the correspondence of the Association  
issue notices of meeting of the Association and directors  
take and keep minutes of all meetings of the Association and directors.  
have custody of all records and documents of the Association except those required to be kept by the treasurer.  
Maintain the register of all members.

The Treasurer shall:

Keep the financial records, including books of account, necessary to comply with the Society Act; and  
Render financial statements to the directors, members and others when required.

Section 6 Each director or officer who is:

Affiliated with the Association and

Who has been recognized and continues to be recognized by the Association as a member, may be appointed as a director of the Association.

Must be 55 years of age or older and be a member and resident of Metro Vancouver.

Section 7 (a) Any director or officer who accepts remuneration for service or services for the Association shall automatically cease to be a director or officer.

No director shall be remunerated for being or acting as a director, but a Director shall be reimbursed for all expenses necessary and reasonably incurred by him/her while engaged in the affairs of the Association.

Section 8 The Members may by special resolution remove a director before completion of his/her term of office, and may elect a successor to complete the term of office.

(6)

#### **ARTICLE V – BORROWING**

Section 1 In order to carry out the purposes of the Association the directors may, on behalf of and in the name of the Association, raise or secure the payment or repayment of money in the manner they decide, and, in particular but without limiting the foregoing by issue of debentures.

No debenture shall be issued without the sanction of a special resolution  
The members may by special resolution restrict the borrowing powers of the directors, but a restriction imposed expires at the next Annual General Meeting.

#### **ARTICLE VI – BYLAWS**

Section 1 On being admitted to membership, each member is entitled to and the Association shall provide him/her a copy of the Constitution and Bylaws of the Association.

Section 2 These Bylaws shall not be altered or added to except by special resolution.

(7)

***Witness for all applicants*** \_\_\_\_\_ ***Applicants for Incorporation***

Dated at Vancouver, British Columbia, this xxxxxxxx day of xxxxxxxxxx , 2008

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*Signature*

\_\_\_\_\_  
*Signature - Lorna Gibbs*

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*Signature - Des Burke*

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*Signature - Tom Holmes*

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*Signature - Joan Wright*

\_\_\_\_\_  
*Signature*