

CONSTITUTION FOR REIK FELAG NORSE CULTURE RECREATION SOCIETY

- (1) The name of the Society shall be Reik Felag Norse Culture Recreation Society, henceforth referred to as Reik Felag or the Society.
- (2) The purpose of the Society shall be to promote and educate the public on all aspects of the culture and history of the Norse people through living history displays, youth and adult programs and activities, and community based projects. Hold re-enactment events for the enjoyment of the members and the education of the general public.
 - a) The mission of the Society is to learn about the Viking era (considered between the 8th and 11th century AD) and promote Norse culture and everyday life through "hands-on" experiences.
 - b) The fundamental motivator of the Society is enjoyment.
- (3) The Society shall operate by non-financial organizational objectives, i.e. other than for profit or shareholder return and abide by the Society Act of British Columbia. This provision is unalterable.

BY-LAWS FOR REIK FELAG NORSE CULTURE RECREATION SOCIETY

Article 1. Members	3
Section 1.1 Full Members	3
Section 1.2 Associate Members	3
Article 2. Directors	4
Section 2.1 Director Duties	4
Article 3. Non-Discrimination Clause	5
Article 4. Meetings	5
Section 4.1 Annual General Meetings	5
Section 4.2 Regular & Special General Meetings	6
Article 5. Voting	7
Article 6. Financial Matters	7
Article 7. Definitions	8

Article 1. Members

- (1) The members of the society are the applicants for incorporation of the society, and those persons who subsequently become members, in accordance with these bylaws and, in either case, have not ceased to be members.
- (2) The directors must determine the amount of the first annual membership dues and after that the annual membership dues must be determined at the annual general meeting of the society.
- (3) Membership in the Society shall cease upon the death of a member or if by notice in writing to the society, he/she resigns his/her membership, or if he/she ceases to qualify for membership in accordance with these by-laws.
- (4) 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.
- (5) Any member upon a majority vote of all Full Members of the society in good standing may be expelled from membership for any cause, which the society may deem reasonable.
- (6) Membership is limited to those of the Age of Majority as determined by the Age of Majority Act from the Government of British Columbia.
- (7) All members are entitled to a copy of the Society bylaws.

Section 1.1 Full Members

- (8) Full Members are voting members and have the right to vote on all Society issues, the right to hold office, and the right to participate in all Reik Felag activities. Full Members are those in good standing with paid annual memberships.

Section 1.2 Associate Members

- (9) Associate Members have the right to participate in all Reik Felag activities, but are non-voting members and cannot vote on group issues and cannot hold office. They can chair committees and assist in administration of events.
- (10) Associate membership is open to anyone interested in joining the group and has paid the annual membership dues. An Associate member may become a Full

member after one year if approved by a vote. Approval will be granted by a favourable vote passed by a majority of the Full members at a Regular Meeting of the society.

Article 2. Directors

- (11) Any Full Member of the Society shall be eligible to be elected a director of the Society.
- (12) The Chairperson, Vice-Chairperson, Secretary, Treasurer, Registrar, and one or more other persons are the directors of the society.
- (13) The number of Directors must be 5 or a greater number determined from time to time at an Annual General Meeting.
- (14) More Directors may be appointed by a majority vote of the Full Members at a Regular Meeting as their needs change. These new Directors may share responsibility with the current Directors, or replace them in some respects.
- (15) All Directors are expected to delegate their responsibilities among the members as needed.
- (16) Directors shall be elected by a majority vote of Full Members at an Annual General Meeting.
- (17) For emergency purposes Directors may be removed by a majority vote by Full Members at Special General Meeting.
- (18) Directors shall serve a term of one year. If an director is not able to complete his/hers term of office, they must announce their resignation at least two weeks before stepping down to allow the members time to hold an election for their successor at a Regular Meeting.
- (19) A Director so appointed holds office only until the conclusion of the next Annual General Meeting of the society, but is eligible for re-election at the meeting.

Section 2.1 Director Duties

- (20) The Chairperson shall preside over meetings. It is the Chairperson's responsibility to plan when and where meetings shall take place, with the assistance of the membership.
- (21) The Vice Chairperson must carry out the duties of the Chairperson during the Chairperson's absence.

- (22) The Secretary shall take minutes at meetings; record the major events of the group and be responsible for publicizing Reik Felag activities. He/She shall keep the bylaws and record any changes made to them.
- (23) The Treasurer shall keep track of all funds collected by the group and assure that they are spent in the interest of the society. He/She shall present a report detailing the accounts when required.
- (24) In the absence of the Secretary from a meeting, the directors must appoint another person to act as secretary at the meeting.
- (25) The Registrar shall keep track of the contact info of all of the Members of the Society, their class of membership and the date on which that person was admitted as a member, and the date on which the person ceases to be a Full Member. The Registrar will serve as a primary contact for individuals and groups outside of the Reik Felag.

Article 3. Non-Discrimination Clause

- (26) Although our purpose is to promote knowledge of the past, we shall not tolerate any behavior, however appropriate in an historic setting, that shall result in the harassment or discrimination of any person based on race, gender, religion, sexual orientation or national origin.

Article 4. Meetings

Section 4.1 Annual General Meetings

- (27) The Annual General Meeting, henceforth referred to as AGM, shall be held each year at such date, time and place within British Columbia, as the Directors of the Society shall determine by resolution, in accordance with the Society Act.
- (28) Thirty (30) Days notice is required for an AGM. The notice must specify the date, place and time of the meeting and, in the case of special business, the nature of such business shall be given to the members. Such notice is to be given to the members by means deemed by the Directors to be effective. This may include the use of letter mail, electronic mail or telephone. The non-receipt of any notice by any member shall not invalidate the proceedings at any Annual General Meeting.

- (29) Quorum of 30% of Full Membership must be present for changes to be made to the bylaws or for Director elections.
- (30) At the AGM the following items of business shall be dealt with and shall be deemed ordinary business:
 - a) Minutes of the previous Annual General Meeting
 - b) Consideration of the annual report of the Directors
 - c) Consideration of the annual financial report of the Society and, if required by these by-laws, the appointment of auditors for the ensuing year.
 - d) Election of Directors.
 - e) Special Resolutions about changes in by-laws (if any)
- (31) All other types of business transacted at an AGM shall be deemed special business.
- (32) If, within one-half hour from the time appointed for the AGM, a Quorum of members is not present, the meeting, if convened upon the requisition of the members, shall be dissolved. In all other case it shall stand adjourned to such time and place, as a majority of the members then present shall direct. At such adjourned meetings the members present shall constitute Quorum only for the purpose of winding up the Society.

Section 4.2 Regular & Special General Meetings

- (33) Seven (7) days notice to members is required for a regular or special general meeting of the members. The notice must specify the date, place and time of the meeting and in the case of special business, the nature of such business shall be given to the members. Such notice is to be given to the members by means deemed by the Directors to be effective. This may include the use of letter mail, electronic mail or telephone.
- (34) Any Director can preside over a Regular Meeting.
- (35) If no Director is present within fifteen (15) minutes after the appointed meeting time or the Director in attendance is unwilling to act as chair, the members in attendance must choose one of their number to chair the meeting.
- (36) Quorum will consist of 8 Full members, at least one of which must be a director. A quorum must be present for decisions to be voted on but otherwise is not necessary to conduct a meeting.
- (37) A special general meeting may be held at any time and shall be called if requested in writing by at least 5% of Full Members at the discretion of the Board of Directors. Business conducted shall be limited to those items for which the meeting was called.

Article 5. Voting

- (38) Each Full Member in good standing present at a meeting of members is entitled to one (1) vote, except in the case where they carry a proxy for another Full Member.
- (39) Voting on general or special resolutions shall be by a show of hands, excepting upon the request of any three (3) Full Members for a ballot.
- (40) Voting for Director elections may be by acclamation; otherwise it must be by ballot.
- (41) Voting by proxy is permitted at the AGM only. Full Members in good standing may appoint one proxy holder, also a Full Member in good standing, to attend and act at the meeting with such authority as conferred by the proxy. A proxy holder may also be a person of legal council, trustee or holder of power of attorney. A proxy shall be submitted in writing and signed by the member and is only valid for the meeting, for which it is issued, or any adjournment or postponement thereof.

Article 6. Financial Matters

- (42) The fiscal year of the Society shall be the period from January 1st to December 31st.
- (43) The Directors of the Society by resolution can make such financial expenditures, as they deem necessary within the approved budget.
- (44) The Directors of the Society may by resolution, from time to time borrow money upon the credit of the Society in such amounts, and under such terms as the Society may determine.
- (45) There shall be three (3) Signing Officers, whose authority shall be determined by resolution of the Directors.
- (46) Two (2) Signing Officers shall sign society banking business, cheques and other financial instruments requiring a signature.

Dissolution

Article 7. Definitions

AGM: see Annual General Meeting

Annual General Meeting: held once a year used to pass major business such as amending By-Laws and appointing new Directors.

Associate Members: non-voting members but their number must not exceed the number of voting members.

Chairperson: The Chairperson shall preside over meetings. It is the Chairperson's responsibility to plan when and where meetings shall take place, with the assistance of the membership.

Directors: Individuals elected by the members to govern a society; also known as the Board of Directors

Full Members: voting members

Quorum: The number of Members required to be present to conduct official business

Resolution: a formal expression by a meeting; agreed to by a vote

Secretary: The Secretary shall take minutes at meetings; record the major events of the group and be responsible for publicizing Reik Felag activities. He/She shall keep the bylaws and record any changes made to them.

Special General Meetings: also known as an Emergency meeting.

Treasurer: The Treasurer shall keep track of all funds collected by the group and assure that they are spent in the interest of the society. He/She shall present a report every 3 months detailing the accounts.