

Throughout the Province the Youth Division has been instrumental in promoting, organizing, and assisting in the formation of Recreation Councils. Although we do not have a standard constitution for these Councils the following pattern can be applied to practically any situation. In the case of, I suggest the following:

PURPOSES AND OBJECTIVES

- (a) To provide for the recognition of a legal body for the organization and administration of community athletic and recreational programs at all age levels.
- (b) The co-ordination of available facilities and services and support of such programs.

LONG RANGE OBJECTIVES

- (a) Organize athletic program for all age groups.
- (b) Construction of playgrounds and other facilities.
- (c) Co-Ordination and support of other recreational programs, such as drama societies, fish and game associations, etc.

IMMEDIATE OBJECTIVES

- (a) The formation of such a Council.
- (b) To establish and maintain liaison with the Youth Division of the Department of Youth and Welfare for the purpose of obtaining any assistance which might be forthcoming through a Provincial or Federal cost-sharing program.

. Recreation Council

Article I

MEMBERSHIP

- (1) The scope of membership shall be determined by supplementary by-law.

- ✓ (2) No person shall be admitted to membership until he or she has paid the required initial membership subscription by an amount to be set by supplementary by-law.
- (3) The Board of Directors may by a two-thirds vote, at a meeting duly called, ask for the resignation of a member. If such resignation is not received by the secretary within a reasonable time, the Board may recommend expulsion to a special meeting of the association.
- (4) A member may withdraw at any time providing his yearly dues are paid to date.
- (5) There shall be two types of members:
 - (a) members, who have reached the age of 18 or over;
 - (b) associate members, who are between the ages of 10 or over and up to 18.
- (6) Each member shall, after payment of yearly dues, be supplied with a membership card.

Article II

MEMBERSHIP AND VOTING

- ✓ (1) Each member shall hold in his name one and only one membership.
- ✓ (2) Each member shall carry one vote at any annual, general or special meeting except that associate members will have the right to vote.

Article III

- (1) The annual meeting shall be held at a time and place listed in the supplementary by-laws.
- (2) Special meetings may be held at the request of 20% of the members.
- ✓ (3) At least 7 days notice shall be given for any annual or special meeting and shall specify the time, place, date and nature of business proposed.

- (4) At any annual or special meeting, twenty percent of the membership shall constitute a quorum, but in no case shall the number of members in attendance be less than three.
- (5) If no quorum is present, the meeting if convened on the request of the members shall be dissolved; in any other case it shall stand adjourned not less than seven days thereafter, and all members shall be notified of the time, place and date of the meeting at least five days of the meeting thereof.
- (6) The decision of the adjourned meeting shall be binding regardless of the number of members present.
- (7) The order of business of the annual meeting shall be:
 - (a) Roll call.
 - (b) Reading and approval of the minutes of the last annual meeting.
 - (c) Business arising out of the minutes.
 - (d) Reports of the Directors.
 - (e) Report of the Secretary-Treasurer.
 - (f) Report of other Committees.
 - (g) Unfinished business.
 - (h) New Business.
 - (i) Elections.
 - (j) Adjournment.
- (8) A resolution put to the vote of the meeting shall be decided by a show of hands unless a poll is demanded by three members.
- (9) If a poll is demanded, it shall be taken by ballot in such manner as the presiding president directs.

Article IV

NOMINATIONS AND ELECTIONS

- (1) The nomination and election of the board of directors shall take place at the annual meeting or at a special meeting called for the purpose.

- (2) Nominations may be made at the meeting or the president may appoint, at or before the meeting, a nomination committee; who shall, with the consent of the nominees, place in nomination one or more names for each vacancy, with provision for further nominations from the meeting, if the members so desire.
- (3) The nominating committee, if any, shall submit a report to the meeting; but before the report is acted upon, the chairman shall call for additional nominations from the floor, and after a reasonable time has elapsed, a motion to close nominations shall be in order.
- (4) When nominations are closed, the chairman shall appoint such scrutineers as are required who shall distribute the ballots, collect same, tally the same, and announce the result of the election.
- (5) In the event of a ballot vote a member placing more or less than the number required to be elected on his ballot, his vote shall not be counted.

BOARD OF DIRECTORS

- (1) At the first meeting a Board of Directors, according to the number determined in the supplementary by-laws, but not less than three, shall be elected to retain office until the first annual meeting or until their successors are elected as provided by a supplementary by-law.
- (2) If a vacancy occurs on the Board, it may be filled by the Board, but any person so appointed shall retain office only until the next annual meeting.
- (3) Regular meetings shall be held monthly or at the call of the president.

- (4) Special meetings may be called by the president at any time.

Article VI

DUTIES OF OFFICERS

- (1) It shall be the duty of the president to preside at all meetings of the board of directors and at annual or special meetings. He shall countersign all cheques, notes, drafts, contracts, and other legal documents. He shall submit to the annual general meeting the Directors' report of the affairs of the Council and shall perform such other duties as customarily pertain to such office.
- (2) In the case of absence of the president or his inability to act, the vice-president shall discharge the duties of the president. If the office of President becomes vacant, the vice-president shall act as President until the next annual meeting.
- (3) The office of secretary may be combined with that of treasurer; the secretary-treasurer shall attend all meetings and have with him the necessary minute and record books and correspondence.
- (4) The treasurer's office may be combined with that of secretary. He will sign all cheques, notes, drafts, and other negotiable or transferable instruments. He shall have custody of the funds of the company, shall keep the books of record concerned with such funds, and shall prepare financial statements for the Board as required. All payments must be made by cheque and it is desirable, wherever possible, that receipts be in the form of cheques or money orders.

SUPPLEMENTARY BY-LAWS

Supplementary by-laws and amendments to same may be adopted by two-thirds vote of the members present at any regular or special meeting called for the purpose.

SUPPLEMENTARY BY-LAWS

Article I

NAME The name of the council shall be the Estey's Bridge Recreation Council.

Article II

REGISTERED OFFICE

The registered office and chief place of business shall be the ~~Kingsley Community Church Hall~~ **ESTEY BRIDGE RECREATION BUILDING**

Article III

MEMBERSHIP

Section (1) Membership Membership in the council shall be open to any person resident in the area served by the council.

Section (2) Dues

Associate members dues:

All ages - \$1.00

The yearly dues of members shall be one dollar each. Associate members dues shall be required to pay dues each fiscal year, payment to be made prior to the close of the fiscal year. Members whose dues are unpaid or show payments are in arrears shall not be entitled to attend meetings or vote. *

Section (3) Withdrawal

from
Membership

A member in good standing wishing to withdraw from the council shall give notice in writing to the Secretary his paid up membership. The Secretary will note the cancellation in the council registry.

Article IV

BOARD OF DIRECTORS

Section (1)

The Board of Directors shall consist of at least ten adult members and four teen-age members duly elected. Provided, however, that at the first meeting after formation 5 Directors shall be elected to serve until the first annual meeting, 3 Directors to serve until the second annual meeting, 2 Directors to serve until the third annual meeting after which all elections shall be for periods of three years. Retiring Directors, unless otherwise disqualified shall be eligible for re-election.

Section (2)

Meetings Regular meetings of the Board shall be held on the first ~~Friday~~ ^{MONDAY} of each month or at a time and place as the Directors may from time to time determine.

Article V

FISCAL YEAR

Section (1)

The fiscal year shall close on the 1st day of November in each year; the annual meeting shall be held not later than one month from the close of the fiscal year, at such place and time as the Board may determine.

Article VI

LIQUOR

Section (1)

~~Under no circumstances will intoxicating liquor be allowed at any function or activity sponsored by the Council whether it be an outdoor activity or held in a building used for council purposes, no person shall be permitted to take part in or attend any function or activity sponsored by the Council if that person is suspected of being under the influence of liquor, Any violation of this by-law could result in permanent suspension from all Council activities and membership cancellation.~~

Amended November 1981

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At no time will unnecessary rough play or fighting be tolerated in any building or grounds used by the council, the willful destruction or damaging of property used by the council will result in possible suspension and liability for the cost of replacing or repairing the damage or loss.

BEHAVIOR

Section (2)

CARE OF PROPERTY

Section (3)

No one shall throw trash or litter on the grounds or in buildings or on adjacent property used by the council, buildings such as the Community Hall or School will be kept neat and tidy, the floor being swept and the furniture etc replaced after being used for

Article VI cont'd

ADMISSION AND
OTHER CHARGES

Section (4)

Admission and other charges, if any will be determined by the Executive and Board of Directors or by a Committee duly appointed to look after these matters.

SUPERVISION

Section (5)

All activities will be supervised by at least one adult who will be in attendance at all times during each activity.

Article VII

RECORDS

Section (1)

The Secretary shall keep all forms of records required.

- (a) A minute book in which is kept a record of the minutes of all Board meetings and all meetings of the council duly signed by the secretary and co-signed by the President or presiding officer.
- (b) A registry book showing the names, addresses, and phone numbers of each member and his paid-up position with regard to membership.
- (c) A duplicate receipt book.
- (d) A cheque book or cheque register.
- (e) A record of cash receipts and disbursements.
- (f) A bank book.
- (g) Reserved.
- (h) Reserved.

Article VIII

AMENDMENTS

These supplementary by-laws may be amended by the members at any annual or special meeting called for the purpose by a two-thirds vote of those present and entitled to vote. No amendment, however, shall become effective until approved by The Board.

CERTIFIED CORRECT

Date

Secretary

Sharon Anderson

ESTEY BRIDGE RECREATION COUNCIL

Amendment to Supplementary By-Laws

Article VI

Section (1) LIQUOR Certain activities recommended and/or sponsored by the Recreation Council and approved by the Board of Directors will be allowed to purchase a liquor permit.

The foregoing Supplementary By-Law was passed by the Board of Directors at a meeting held on Monday, November 9, 1981.

ESTEY BRIDGE RECREATION COUNCIL

Ms Barbara Hill
President

Secretary

Nov 9, 1981

Special Meeting opened with Bob Mills in the Chair.

It was explained by Marilyn that there could only be a total of 24 permits allowed per year, a fee of \$5 is charged plus the sales tax, based on the number of people allowed according to the decision of the Fire Marshall and the ounces of liquor purchased.

Present at this meeting were 12 Directors and Executives.

The wording of the amendment is as follows:
"Certain activities recommended and/or sponsored by the Recreation Council and approved by the Board of Directors will be allowed to purchase a liquor permit."

A unanimous vote in favor was taken. Marilyn is to have new copies of the Constitution printed containing the new amendment.

Only couples will be allowed to attend these dances.

Moved by Carl Henderson that meeting adjourn, seconded by Marilyn.

J. Klumpp
Secretary