

CONSTITUTION AND BYLAWS
of the
ALBERNI FISH & GAME CLUB

CONSTITUTION

1. The name of the Club is "Alberni Fish & Game Club".
2. The purposes of the Club shall be as follows:
 - a) To unite individuals or affiliate with bodies, organizations and associations on Vancouver Island which have as their aims and objectives the preservation and propagation of game and fish or which have in general the objective of promoting fair sport in hunting and fishing. To promote and encourage assistance to the Government in enacting and enforcing the laws for the conservation of fish and game. To co-operate with any other society, bodies, or organizations formed for the above or similar purposes. To have all affiliated bodies as much as possible in concord and cooperation with this Club and its aims and objects and with each other. To act as the clearing house of medium of thought and exchange of ideas for all affiliated bodies, organizations or associations.
 - b) To cooperate with landowners in order to promote a better feeling between them and sportsmen.
 - c) To provide a clubhouse, equipment and space in pursuance of the foregoing aims for the use of the members of the Club.
3. The operations of the Club are to be chiefly carried out in the Alberni Valley.

BYLAWS

ARTICLE 1

OFFICERS

1. The officers of the Club shall consist of: President, Vice-President, Secretary, and Treasurer. These officers, along with up to four Directors and the immediate Past President, make up the Executive Committee. Alternate Director **may** also be elected and have voting abilities if any of the officers are not present at a meeting.
2. The President, Vice-President, Secretary, Treasurer shall be elected for a two year term by ballot of members in good standing at the Annual General Meeting and be eligible for re-election. The Directors shall be elected by ballot of members in good standing at the Annual General Meeting and shall serve for a one year term and be eligible for re-election. President and Secretary are elected for a two year term on even years and the Vice President and Treasurer are elected for a two year term on odd years. The President shall be elected by members present at the annual meeting. The President shall have a casting vote when voting for officers and directors. The purpose of a two year alternating term for the President, Vice President, Secretary and treasurer is to ensure experience is passed on to each newly elected team.
3. Executive members can attend meetings and vote via electronic means. Communication can be done via text messages but voting must be made in person or via email or ie: zoom or any other electronic recordable method.
4. If a vacancy occurs in the office of President, the Vice-President shall succeed to the office.
5. The Officers of the Club must be senior members of at least nineteen years of age.
6. Employees and/or Caretakers of the Club shall not hold elected office in the Club.
7. Subject to the Society Act, every Director of the Club shall be deemed to have assumed the office on the express understanding and agreement and condition that every Director of the Club and his heirs, executors, and administrator and estate and effects respectively shall from time to time and at all times be indemnified and saved harmless out of funds of the Club from and against all costs, charges, and expenses whatsoever, which such Director sustains or incurs in or about any action, suit, or proceedings which is brought, commenced, or prosecuted against him for or in respect of any act, deed, or matter or thing whatsoever made, done, or permitted by him or any Director or Directors in or about the execution of his or their office and also from and against all other costs, charges, and expenses which he sustains or incurs in or about or in relation to the affairs thereof except such costs, charges, or expenses as are occasioned by his own willful neglect or default.
8. No member of the Executive shall receive any remuneration for services rendered as a member of the Executive Committee of this Club.

ARTICLE 2

DUTIES OF OFFICERS

PRESIDENT AND VICE-PRESIDENT

1. It shall be the duty of the President to call and preside at all meetings and Executive meetings of the association. The President shall be ex-officio member of all committees to enforce the Constitution and Bylaws. At the Annual General Meeting the President shall make a report on the affairs and progress of the Club. The President shall perform all such duties as may be required by the Constitution. Immediate Past Presidents role is to advise and does not have a vote in business at the executive level.

2. In the absence of the President, the Vice-President shall preside at all meetings; in the absence of the Vice-President, the first Director shall preside at all meetings; in the absence of all the aforesaid Officers, the Chairman shall be elected from the floor.

3. The President and Treasurer shall execute all contracts upon approval of the general membership.

4. Any member in good standing providing they are the age of majority are eligible to run for any officer or executive position.

SECRETARY AND TREASURER

5. The Secretary shall be the custodian of the Seal and Minute Book and shall keep an accurate record of the proceedings of all General and Executive meetings of the Club.

6. The Treasurer shall collect all funds of the Club and deposit them in the Club's bank account. The Treasurer shall have general charge of all Books of Account and shall submit a detailed Financial Statement quarterly and at the Annual General Meeting. The club will have up to three signers.

PAST PRESIDENT AND DIRECTORS

7. It shall be the duties of the Directors and the immediate Past President of the Club to assist and advise the President. Past President does not have a vote at executive meetings but does have a vote in all business at general meetings

EXECUTIVE COMMITTEE DUTIES

8. The duties of the Executive Committee are as follows:

- a) take up any question that affects the interests of the Club and deal with it for the mutual benefit of the Club.
- b) appoint, from among themselves or the membership, committees for general or special purposes as they may deem expedient.
- c) make additional rules for the regulation of affairs and conduct of the Club, consistent with

the Constitution and Bylaws.

d) fix the duties of all Officers and Executive Committee members, subject to these Bylaws.

9. No person shall sit in on the Executive Committee Meeting unless invited by the President or the Executive.

ARTICLE 3

FINANCES

1. The President, or in his/her absence the Vice-President, may authorize expenditures up to five hundred dollars for any one committee in any one month. PROVIDED, HOWEVER, that any normal expenditure for a reasonable inventory may be made at the discretion of the appropriate Committee Chairman.

2. The Committee Chairman may authorize expenditures up to one hundred dollars for their committee expenses in any one month.

3. Any motion from the floor to spend more than 10% of the total bank balance must be given 21 days notice of motion via email or mail to be voted on at the next meeting.

4. The books of the Club shall be examined at least once each year by minimum of two members of the Executive and reported on at the Annual General Meeting. **This must be completed within 30-60 days prior to the next Annual General Meeting.**

5. All Club expenditures must be approved for payment by the Executive Committee and shall be read out at the following General Meeting.

6. Any cheques drawn on the Club bank account must be signed by any two of the following: Treasurer, President, one other member of the Executive Committee to be determined at the first executive meeting.

7. There shall be only one general fund of the Club.

ARTICLE 4

QUORUMS

1. A quorum for the transaction of business at any meeting of members shall consist of not less than 12 members.

2. A quorum of the Executive Committee shall consist of five members of the Executive Committee.

ARTICLE 5

1. Only members in good standing shall be eligible to vote and, upon request of the chair, must provide proof of membership. Non-members shall not make a motion.

ARTICLE 6

BORROWING POWERS

1. The Club may borrow up to fifty percent (50%) of the real market value of the Club, PROVIDED that such borrowing is authorized by special resolution.

ARTICLE 7

MEMBERSHIP AND DUES

1. Any individuals, organizations or associations having the same or in general, similar aims and objectives as the Club may make application to join this Club. For any group application being received by the Secretary, all qualified affiliated members shall be notified of the application. If the application receives a favourable majority vote, the application shall be accepted and the applicants shall belong to the Club as associate members, whereupon the individual members of the new member club shall become members of the Club as associate members.

2. The members of the Club are the subscribers of the Constitution and Bylaws, and include every other person who agrees to become a member, junior member, associate member, honorary member, life member, or any other class of member, by whatever name called. All of these members shall have voting privileges except:

a) Associate members;

b) Associate members may choose 1(one) delegate for the first one hundred members, and 1(one) delegate for each one hundred members thereafter, to have voting privileges on their behalf.

3. Honorary or Life Membership may be conferred at the discretion of the Executive and with the approval of a general meeting.

4. Junior members shall be those members eighteen years of age and under, and they shall be entitled to all privileges of general membership except as restricted by these Bylaws.

5. An annual membership fee shall be paid. The amount of such membership fee to be determined by the membership at any regular or special meeting provided 21 days notice of the intended change has been given. This money is to be paid to the Treasurer of the Club.

6. A person shall cease to be a member of the Club:

a) on delivery of the member's resignation in writing to the Secretary or by mailing or

- delivery of it to the address of the Club,
- b) on the death of the member,
- c) on being expelled,
- d) on having been a member not in good standing for one month.

7. All members are in good standing except a member who has failed to pay their current annual membership fee or any other subscription or debt due and owing by the member to the Club. The member is not in good standing so long as the debt remains unpaid.

ARTICLE 8

RESIGNATION OR EXPELLING OF MEMBERS

1. The Executive Committee shall have the power, by a vote three fourths of those present, at a duly constituted meeting, to expel or suspend any member, Director or Officer whose conduct shall have been determined by the Executive Committee to be improper, unbecoming or likely to endanger the interest or reputation of the Association or who willfully commits a breach of the Constitution or Bylaws of the Club. No member, Director or Officer shall be expelled or suspended without being notified of the charge or complaint against him/her or without having first been given an opportunity to be heard by the Executive Committee at a meeting called for that purpose.

2. Any member, Director or Officer who resigns, or is expelled, shall not be eligible to receive remuneration.

3. The Alberni Fish & Game Club formally adopts a Zero Tolerance policy in regards to any form/act, threat of physical or verbal abuse. This includes both expressed and implied acts/threats of physical or verbal abuse. Any breach of this policy will be dealt with the executive committee without hesitation and will/may result in any or all privileges revoked at the Alberni Fish and Game Club. Any breach of this policy will be dealt with by the executive as follows: At a minimum, a written warning letter and at a maximum, a lifetime expulsion from the club.

ARTICLE 9

MEETINGS AND VOTING

1. The fiscal year of the Club shall end on the 31 day of December and the Annual General Meeting shall be held on the second Tuesday in April, when the members shall elect Officers for the ensuing year.

2. General and Special Meetings of the Club shall be held at such times and places as may be determined by the Executive Committee, PROVIDED, HOWEVER, that not less than fourteen (14) days' notice of the time and place of such meeting shall be given to all members via email.

3. Upon the request to the President of ten (10) percent or more of the membership that a meeting shall be called, the President shall call a meeting and so instruct the Secretary to inform all other members of such meeting.

4. The accidental omission to give proper notice to any member shall not invalidate a special general meeting.

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ARTICLE 10

ACTIVITIES

1. Any affiliated member club shall operate under its own Bylaws and Constitution.
2. No member organization shall make any recommendation that will prejudicially affect any other member organization, directly or indirectly, without the endorsement of the Alberni Fish and Game Club.

ARTICLE 11

INSPECTION OF BOOKS AND RECORDS

1. Any member shall be entitled to inspect the books and records of the Club by making a written request to the President. The President shall then make the books and records available for inspection by the applicant within three days of the date such application is received.

ARTICLE 12

MISCELLANEOUS

1. All notices of motion shall be in writing and handed to the Secretary. All special resolutions shall require 21 days notice of motion and 2/3rds majority to pass.
2. A ruling by the Chair that a motion requires 21 days notice shall be final and binding and not subject to appeal.
3. Any motion which would drastically alter the policies of the Club can only be introduced provided a notice of motion has been given at a previous meeting.
4. Robert's Rules of order shall be used as a guideline for conducting all meetings.
5. The order of business at General Meetings shall be as follows:
 - a) Reading of the minutes of the previous General Meeting for adoption thereof; b)
 - b) Presentation of Financial Statement;
 - c) Reading of the Correspondence;
 - d) Reports of Standing Committees;
 - e) Reports of Special Committees and/or Delegates;
 - f) Old Business;
 - g) New Business and questions by members;

h) Good of the Society;

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i) Adjournment.

DISSOLUTION

Upon winding up or dissolution of the Society, the assets which remain after payment of all costs, charges, and expenses which are properly incurred in the winding up shall be distributed to the British Columbia Wildlife Federation.

DELEGATES

1. The President shall have first right of refusal to attend as Delegate to any function to which the Association wishes to send a Delegate.
2. All other Delegates shall be elected by the members. Alternate Delegates may also be elected. The alternate would attend as a delegate only if the elected Delegate is unable to attend.
3. Delegates of this Club shall be members in good standing of this Club.
4. Delegates must act under the general direction of the Club.
5. Delegate's expenses shall be paid upon approval of the Executive Committee.
6. In the absence of a delegate, an alternate may be selected by the President.

ALTERATION OF BYLAWS

The Bylaws of the Club may be altered by a special resolution at a general meeting provided 21 days notice of the proposed change(s) has been given. Changes to the Bylaws and Constitution shall require a 3/4 majority of those present and voting.

