

By-Laws

Section IV: Officers

~~2. All directors shall be elected at the Annual General Meeting of the Association from the membership of the Association. The term of office for each director will be one year, with the exception of the CCA Representative, which will be for two years. No person shall hold more than one executive office concurrently.~~

NEW

2. All directors shall be elected at the Annual General Meeting of the Association from the membership of the Association. The term of office for each director will be one year, except:

- The CCA Representative, which will be two years;
- The President, who will continue to attend Executive meetings ex-officio for six months following the expiration of his/her term.

No person shall hold more than one Executive office concurrently.

Section V: Duties of the Executive

~~1. The President shall preside at all Executive, special or general meetings, recommend measures to further the objectives of the Association, sign all contracts to which the Association is a party and report to each Annual General Meeting upon the state of the Association. The President shall hold the position of CCA Representative and shall Chair the Grants Administration Committee. The President may delegate his/her CCA Representative duties as well as his/her position as Chair of the Grants Administration Committee.~~

NEW

1. The President shall:

- Preside at all Executive, special, and general meetings;
- Recommend measures to further the objectives of the Association;
- Sign all contracts/agreements to which the Association is a party;
- Engage in all formal correspondence at the direction of the Executive and publicly represent the Association;
- Report to each Annual General Meeting upon the state of the Association;
- Hold the position of CCA Representative or may delegate that position to another member of the Executive Board;
- Chair the Grants Administration Committee or may delegate that position to another member of the Executive Board.

2. The Vice-President shall discharge the duties of the President in the President's absence.

NO CHANGE

~~3. The Secretary shall keep the minutes of all meetings of the Association and the Executive, shall be responsible for all current records, shall engage in correspondence in the name of the organization at the direction of the Executive, shall serve ex officio on the nomination and election committee in order to maintain a list of nominees for office and prepare and distribute ballots, and shall issue notice of all executive, general and special meetings.~~

NEW

3. The Secretary shall:

- Issue notice of all Executive, special, and general meetings;
- Keep the minutes of all meetings of the Association and the Executive;
- Maintain and be responsible for all current records of the Association;
- Serve as ex officio on the nomination and election committee in order to maintain a list of nominees for office and prepare and distribute ballots for election.

~~4. The Treasurer shall be responsible for the proper keeping of the books of account of the Association. The Treasurer shall prepare financial statements of the receipts and disbursements for each fiscal year and other financial statements as are required by the Executive. The annual financial statements shall be reviewed by an accounting firm selected by the Executive. The Treasurer shall receive all monies accruing to the Association, and shall deposit the same with a Chartered Canadian Bank, Credit Union or Trust Company in the name of the Association. Signing authority for cheques of the Association shall be vested in the Treasurer and at least two other members of the Executive as determined at the Annual General Meeting. The Treasurer shall also be a member of the Grants Administration Committee.~~

NEW

4. The Treasurer shall:

- Be responsible for the proper keeping of the books of account of the Association;
- Prepare financial statements of the receipts and disbursements for each fiscal year and other financial statements as are required by the Executive;
- Ensure the annual financial statements are reviewed by an accounting firm selected by the Executive;
- Receive all monies accruing to the Association and shall deposit the same with a Chartered Canadian Bank, Credit Union, or Trust Company in the name of the Association;
- Be vested, along with two other members of the Executive as determined at the Annual General Meeting, with signing authority on behalf of the Association;
- Be a member of the Grants Administration Committee.

5. The three Directors-at-Large shall carry out other duties and special projects as required by the Executive.

NO CHANGE

NEW

10. Failure to attend three consecutive Executive meetings without just cause may result in removal of the director from the Executive.