

## Bylaws

### Bylaws of the Vancouver Society of World Folklore (the "Society")

#### I. – Definitions and Interpretation

##### Definitions

- i.** In these Bylaws:
  - a.** "Society" means Vancouver Society of World Folklore;
  - b.** "Board" means the Board of Directors of the Society;
  - c.** "Bylaws" means these Bylaws as altered from time to time.

##### Interpretation

- i.** In these Bylaws:
  - a.** The definitions in the Societies Act of British Columbia apply to these Bylaws.
  - b.** If there is any conflict between these Bylaws and the Societies Act of British Columbia or the regulations under the Societies Act, the Societies Act of British Columbia or regulations, as the case may be, prevail.

#### II. — Membership

- i.** Membership is open to all persons interested in world folklore.
- ii.** Membership is granted through paying an annual membership fee.
- iii.** The membership fee is determined by the Board.
- iv.** When the current annual membership fee is paid by a member, the member is deemed in good standing.
- v.** If a member is not in good standing, the member may not vote.
- vi.** Membership ends in all of the following cases:
  - a.** upon a member's written notice to withdraw from membership.
  - b.** when a member fails to renew their annual membership.
  - c.** if a member shows behaviour deemed detrimental to the Society by an 80% majority vote taken by members present at a General or Annual General Meeting of the Society.

### **III. — General Meetings of Members**

- i.** Annual General Meetings and General Meetings are held at the time and place the Board determines.
- ii.** The time and place of Annual General Meetings and General Meetings is communicated to members through email, mail, or through hand-delivery fourteen or more days before the meeting.
- iii.** The Annual General Meeting shall be held within twelve months of the Society's incorporation.
- iv.** The Annual General Meeting includes a financial report, a financial forecast, election of officers, review of activities in the previous year, and planning of activities for the coming year.
- v.** An Annual Report will be filed with the Registrar of Societies in the form designated by the Registrar within 30 days of the Annual General Meeting.
- vi.** 10% or more members may request at the Board to call a General Meeting if the request is made in writing. This meeting will be scheduled within 60 days of the receipt of this request.
- vii.** Proxy voting is not permitted.
- viii.** Three voting members or 10% or more voting members (members in good standing) shall be considered a quorum for the transaction of business. All members in good standing who are in attendance at any General Meeting will be entitled to one vote.

### **IV. — Board of Directors**

- i.** The Society Board will be elected by members at the Annual General Meeting.
- ii.** The Board consists of a President, Vice-president, Treasurer, and Secretary. Some roles may remain vacant until a quorum of members in good standing can elect them.
- iii.** It is the Board's discretion to create more roles as necessary. This would be determined through a simple majority (half plus one) of Board members during a Meeting of the Board.
- iv.** The Board will be decided by all voting members present at an Annual General Meeting by a simple majority (half plus one).
- v.** The Board will serve until the following Annual General Meeting. Board members conclude their service at every Annual General Meeting, but may be re-elected. There is no limit on the number of terms an officer of the Board may serve.
- vi.** The Board will determine its own procedures.

- vii.** For vacancies on the Board between Annual General Meetings, Board officers will be decided by simple majority at regular General Meetings, if a quorum is present.
- viii.** Meetings of the Board may be attended by any member in good standing, however only Board members will have a vote in Meetings of the Board.
- ix.** No Board members may receive remuneration from the Society for duties performed in fulfilling their regular functions for the Board.
- x.** Board members may be reimbursed for reasonable expenses if approved by all of the Board members. These expenses must not be in payment for fulfilling their regular Board duties.
- xi.** Signing officers for banking transactions can only include the President, Vice-President, or Treasurer.

## **V. — Board Position Duties**

- i.** Role of the President:
  - a.** Has signing authority.
  - b.** Presides over all Society meetings.
  - c.** Creates the meeting agenda.
- ii.** Role of the Vice-president:
  - a.** Has signing authority.
  - b.** Attends all Society meetings.
  - c.** Presides over Society meetings if the President cannot be in attendance.
- iii.** Role of the Secretary:
  - a.** Records and archives all meeting minutes for the Society.
  - b.** Notifies all members of meetings.
  - c.** Attends all Society meetings.
- iv.** Role of the Treasurer:
  - a.** Keeps a record of all monetary transactions.
  - b.** Prepares and presents the annual financial statement to the Board for approval. Presents the annual financial statement to attending members at the Annual General Meeting.
  - c.** Has signing authority.

## **VI. — Audit**

An auditor or auditors may be appointed annually by the Board to report to the Board and Society members regarding accounts of the Society which the auditor has examined.

## **VII. – Winding up or Dissolution of the Society**

This society is a member-funded society. It is funded primarily by its members to carry on activities for the benefit of its members. On its liquidation or dissolution, this society will distribute its money and other property to its members.

The 8<sup>th</sup> day of October, 2017

Vancouver, BC