

CARDSTON COMMUNITY HANDIBUS ASSOCIATION

BYLAWS

1. MEMBERSHIP

Membership will be available to persons interested in furthering the objectives of the Society, and shall be of two types:

- (a) Regular Member - Any person 55 years of age or older, or any person whose disability may require special modification to a vehicle, or the provision of special transportation service in order to provide for maximum independence in activities of daily living.
- (b) Associate Member - Any person interested in becoming actively involved in furthering the objectives of the Society or in supporting the objectives of the Society through the provision of special skills and/or financial assistance.

Any Regular or Associate member, who has not withdrawn from membership, nor been suspended, nor expelled, shall have the right to vote at any General Meeting of the Society. Such votes must be made in person and not by proxy or otherwise. Regular and Associate members may hold office on the Board of Directors.

Membership Fee:

Membership fee shall be assessed on a yearly basis, with the amount to be determined at the Annual General Meeting. Renewal year, and notice of renewal, shall be provided to each member by the Secretary/Treasurer.

A membership fee may be waived at the discretion of a majority of Board Members.

Membership shall be terminated for the following reasons:

- (a) Written withdrawal of membership to the Secretary/Treasurer.
- (b) Non-payment of membership fees.
- (c) A resolution of the Board of Directors.

2. BOARD OF DIRECTORS

The Board of Directors shall consists of the following five members:

Manager of Chinook Lodge
Member of Council of the Town of Cardston
Three members of the Handibus Association

Starting in 1995 and every year thereafter the Board shall by resolution appoint one member of the association to serve as a member of the Board. The term of office for these appointed members shall be three (3) years.

The appointment of the Directors shall be ratified by the membership at the Annual General Meeting.

The Chairman and Vice Chairman shall be chosen at the Annual Organizational Meeting of the Board following the Annual Meeting. The Secretary/Treasurer shall be appointed by the Board.

Membership upon the Board may be terminated at the discretion of the Board, if a member fails to attend three consecutive meetings without good and sufficient reason, what constitutes such good and sufficient reason to be solely at the discretion of a unanimous vote of the Board not including the member in question. A Director shall be terminated by a majority vote of the membership.

In the event of a vacancy during the term of office, or inability to carry it out, in the position(s) of Director of the Board, the remaining members of the Board shall appoint person(s) to fill the vacant position(s) until the time of the next Annual General Meeting.

Meeting of the Board:

Meeting of the Board shall be held as often as required, but at least every three months, and shall be called by the Chairman.

A special meeting may be called upon the instructions of any two members of the Board, provided they request the Chairman, in writing, to call such a meeting. Meetings of the Board shall be called by ten days notice, in writing, mailed to each member, or by three days notice by telephone.

A quorum shall consist of three members of the Board. Meetings may be held without notice if a quorum is present, provided, however, that any business transactions at such meetings shall be ratified at the next regular meeting of the Board; otherwise, they shall be null and void.

Duties of the Board:

The Board shall, subject to the By-Laws or directions given by a majority vote at any General Meeting or Board Meeting properly called and constituted, have full control and management of the affairs of the Society in accordance with the objectives of the Society.

CHAIRMAN The Chairman, when present shall preside at all meetings of the Society and of the Board. In the absence of the Chairman, the Vice Chairman shall preside at any such meetings.

**SECRETARY/
TREASURER** It shall be the duty of the Secretary/Treasurer to attend all meetings of the Society and of the Board, and to keep accurate minutes of the same. In the case of the absence of the Secretary/Treasurer, the duties shall be discharged by such officers as may be appointed by the

Board. The Secretary/Treasurer shall have charge of all the correspondence of the Society, and be under direction of the Chairman and the Board.

The Secretary/Treasurer shall also keep a record of all members of the Society and their addresses, send all notices of various meetings as required, and may collect and receive annual dues or assessments levied by the Society; such monies to be promptly deposited in a Chartered Bank as hereafter required.

The Secretary/Treasurer shall receive all monies paid to the Society and shall be responsible for the deposit of same in whatever for the funds of the Society and keep such books as may be directed. The Secretary/Treasurer shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual General Meeting a statement, duly audited as hereafter set forth, of the financial position of the Society and submit a copy of the same for the records of the Society.

3. CONTRACTS:

The Board of Directors may enter into agreement with any individual, agency or organization for the purpose of providing any commodity or service to the organization.

4. AUDITING:

December 31st shall be the end of the fiscal year of the Society.

The books, accounts and records of the Secretary/Treasurer shall be audited at least once a year, by a duly qualified accountant. A complete and proper statement of the standing of the books for the previous year shall be submitted by the auditor at the Annual General Meeting of the Society.

The books and records of the Society may be inspected by any member of the Society at the Annual General Meeting provided here-in, or at any time upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of same. Each member of the Board shall have access to such books and records.

5. MEETINGS:

The Society shall hold an Annual General Meeting within ninety days after the end of the fiscal year, of which meeting due notice shall be given to all members.

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Meetings of the Society may be called at any time by the Chariman of the Board.

A special meeting shall be called by the Chairman upon receipt by him or her of a petition signed by one-third of the membership in good standing, setting forth the reason for calling such a meeting. Due notice of such meeting shall be given to all members.

The Quorum at both the Annual General Meeting and at Special meetings shall be at least 10 members.

6. REMUNERATION:

Unless authorized at any meeting of the Board, and after notice of same has been given, no officer or member of the Society shall receive any remuneration for his or her services.

7. BORROWING POWERS:

For the purpose of carrying out its objectives, the Society may borrow, raise or secure the payment of money in such a manner as it sees fit, and in particular, by the issue of the debentures, but this power shall be exercised only under the authority of the Society, and in no case shall debentures be issued without the sanction of a special resolution of the Society.

8. BYLAWS:

The Bylaws may be rescinded, altered or added to by a 'Special Resolution'.

9. DISSOLUTION OF THE SOCIETY:

Upon dissolution of this Society all assets over and above outstanding debts shall be turned over to another recognized charitable organization designated by the Board and in the Province of Alberta.

DATED this 17th day of August 1994

NAME (SIGNATURE)	ADDRESS	OCCUPATION
<u>Corna Schneider</u>	<u>Cardston Ab.</u>	<u>Manager Chival Lodge</u>
<u>Eleanor Hyde</u>	<u>Cardston Alb.</u>	<u>Imple City Villa</u>
<u>Kathryn Sleek</u>	<u>Cardston</u>	<u>RN. Cardst. Auxillary.</u>
<u>[Signature]</u>	<u>Cardston Alberta</u>	<u>Retired.</u>
<u>[Signature]</u>	<u>Cardston, Alberta</u>	<u>Teacher</u>
WITNESS <u>Wileen Card</u>	<u>Cardston Alta</u>	<u>Accountant.</u>