

CANADIAN VIOLA SOCIETY, CONSTITUTION AND BY-LAWS

Adopted June 1993, Amended in March 2002, summer 2010

ARTICLE I: NAME

The name of the organization shall be the Canadian Viola Society (the Society). The Society shall function independently, but as a branch or chapter of the International Viola Society (IVS).

ARTICLE II: OBJECT

The object of the Society shall be to promote, study, and further the research and performance of the viola and its repertory.

ARTICLE III: MEMBERSHIP

Section 1: Membership in the Society shall be open to any individual or institution interested in furthering the purposed of the Society.

Section 2: The Society shall consist of Regular members, Student members, Emeritus members, and Honourary members.

- A. Regular members shall be any persons who join the Society and are interested in promoting the object of the Society as set forth in Article II. They shall be eligible to hold offices in the Society and shall pay full dues.
- B. Student members shall be full-time students at any accredited educational institution, who join the Society. Their rights and responsibilities shall be the same as those of regular members except that: (1) they shall pay annual dues as set forth in Article III, Section 3; (2) they shall be ineligible to hold offices in the Society.
- C. Emeritus members shall be persons who have been regular members for at least four years and who have passed their 65th birthday provided they choose to be classified as emeritus members. Emeritus members shall pay dues as set forth in Article III, Section 3, but shall retain all rights and privileges of regular members.
- D. Honourary members shall be long-standing members of the Society who have made outstanding contributions to furthering the stated objects of the Society and whom the Society wishes to honour. They shall be exempt from paying dues but shall continue to have all the privileges of regular members. They shall be elected by a two-thirds majority of the Executive

Section 3:

- A. The rate of annual dues for each class of membership shall be fixed by the Executive and payable at the start of the calendar year. Any member not paying dues may be suspended from membership in the Society.
- B. Annual dues of student and emeritus members shall be approximately 50-66% those of regular members.
- C. Dues shall be payable on January 1 or upon application for membership.

- D. Dues of new members shall be credited to the calendar year in which received and shall ensure receipt of all issues of the Newsletter for that year. New members joining after August 1 may request that their membership begin the following calendar year.
- E. After April 1, members from the previous calendar year who have not yet paid current dues will be considered delinquent and shall receive no issues of the Newsletter beyond that date.
- F. Members in arrears at the end of the calendar year shall be removed from the rolls. After being removed from the rolls, a person may rejoin the Society at any time without penalty.

ARTICLE IV: OFFICERS

Section 1: The officers of the Society shall be seven in all.

- A. The president, except where otherwise directed by the Executive, shall be the chief executive officer of the Society. He/She shall preside at all meetings of the members. He/She shall have the general management of the affairs of the Society. He/She shall perform all duties incidental to his office and such other duties as may from time to time be delegated by the Executive. He/She shall be a signing officer.
- B. The vice-president, during the absence, incapacity, or disability of the president, shall exercise all the functions of the president and, when so acting, shall have the powers of and be subject to all the duties and restriction upon the president. In the event that the office of the president becomes vacant before the conclusion of his term, the vice-president shall succeed to that office. The vice-president shall also have such other powers and discharge such duties as may be assigned to him or her from time to time by the Executive.
- C. The secretary shall attend to such correspondence as may be assigned to him/her, perform all other duties incidental to the office and shall keep the minutes of the meetings of members, and the Executive. He/She shall attend to the giving and serving of such books, records, and papers of the Society as the directors may direct. He/She shall be responsible for maintaining liaison between the IVG, the Executive, and affiliated sister societies. He/She shall also administer by-mail election and balloting.
- D. The treasurer shall have the care and custody of all the funds and securities of the Society and shall deposit them in the name of the Society in such bank or trust company as the Executive may select. He/She shall sign all cheques, drafts, notes, and orders for payment of money and shall pay out and dispose of the same when, as and if authorized to do so by the Executive, and shall keep full and accurate accounts of receipts and disbursements in the books of the Society. He/She shall render to the president and directors whenever they may require an account of all transactions and of the financial condition of the Society. The treasurer shall prepare the annual budget of the Society for approval by the Executive, and shall dispose of funds only as provided by the budget or as otherwise authorized by the Executive. Cheques amounting to more than \$500.00 shall be signed by the secretary-treasurer and countersigned by any other officer.]
- E. The past-president shall act in an advisory capacity at all meetings of the executive and shall carry out such duties as are assigned to him/her.
- F. There shall be two (2) regional representatives elected. One shall come from Western Canada - west of Ontario. The other shall be elected from Ontario, Quebec or the Maritimes.

- G. Any position, save that of President, which fails to be filled by election can be filled by a member in good standing who receives a majority vote of the executive committee.

Section 2: Terms of Office.

- A. A. Officers shall serve for terms of four years or until their successors are elected. Officers may be elected to succeed themselves. Any office vacated in the course of a term, aside from the president's, may be filled by a member in good standing. The terms will begin at noon on the fifteenth day of July in an election year.

Section 3: Nominations and Elections.

- A. In January of each election year, a three-member nominating committee shall be selected by the Executive.
- B. The election shall take place in June of each election year (2010, 2014, 2018 etc.)
- C. A proposed slate of candidates, acting on the recommendations of the Nominating Committee, shall be mailed to the membership in the form of a printed ballot, one month before the election deadline.
- D. A teller shall be appointed by the executive who, together with the secretary shall tally the election returns and report the results to the Executive. In the event of a tie, the Executive shall cast the deciding vote.

ARTICLE V: PUBLICATIONS

The official publications of the Society shall be the newsletter, the web-site, and such publications as are controlled by the Executive.

Section 1: The Newsletter shall be published twice yearly: in Spring and Fall.

Section 2: Advertisements

- A. Advertisements shall be sold to assist in defraying the costs of producing the Newsletter and of hosting the web-site.
- B. Such advertisements may be accepted or rejected at the discretion of the Editor.
- C. The fees charged for such advertisements will be set by the editor and approved by the Executive.
- D. The fees charged for advertisements will be published in the Newsletter and posted on the web-site.
- E. Members of the Society may place small classified advertisements at no charge.

Section 3: The editor of the Newsletter shall be appointed by the Executive.

ARTICLE VI: MEETINGS OF MEMBERS

Section 1: A meeting of members shall be held during every Congress held in North America. Six or more members of the Society participating at each bi-annual meeting shall constitute a quorum.

Section 2: At, or prior to the bi-annual meeting, the Executive shall present an annual report to the members including the following information:

- A. Assets and liabilities.
- B. The Society's receipts and disbursements, both unrestricted and restricted to particular purposes, during the year immediately preceding the date of the report.
- C. The number of members of the Society, a statement of increase and decrease in such number during the year immediately preceding the date of the report, and a statement of the place where the names and places of residence of the current members may be found.
- D. In a year when no meeting is held, the information above shall be published in the Newsletter.

Section 3: The Annual Report must be verified by the President and Treasurer and filed with the records of the Society. An abstract shall be entered in the minutes of the annual meeting.

Section 4: Special meetings of members may be called on a petition of twenty percent of the members of the Society.

Section 5: The members at any meeting, by petition may initiate proposals of any kind to the Executive concerning the affairs of the Society. If such a proposal is adopted by the Executive, it shall be referred to the decision of the membership by means of a mail ballot.

Section 6: Robert's "Rules of Order" shall govern all meetings of the Society and its Executive.

ARTICLE VII: COMPENSATION OF OFFICERS AND MEMBERS

Executive members shall receive no remuneration for acting as members of the Executive, but the Society shall be authorized to make reasonable compensation for expenses sustained while acting in the interests of the Society.

ARTICLE VIII: AMENDMENTS

Amendments to these By-Laws may be proposed by a petition of two or more members. Amendments thus proposed shall be made known to the membership through the Society's publication or by other means. Two thirds of the ballots cast in a mail or email ballot submitted to the entire membership shall be required for the acceptance of an amendment..

ARTICLE IX: DISSOLUTION

In the event of the dissolution of the Society, any assets remaining shall be disposed of by the Executive to one or more organizations engaged in activities substantially similar to those of the Society.