Sauble Sandpipers Seniors Club, Inc.
By-Laws

Amended to November 9, 2015

ARTICLE I **DUTIES OF OFFICERS**

Section 1 **The President will preside at the regular business meetings and is ex-officio member of all committees. This person's conduct while occupying the Chair must be impartial and impersonal. Members will address this person and Mr. or Madam President or Mr. or Madam Chairperson. Referring to him/herself as "The Chair" is conducive to this and correct. The President shall preside at all Executive Meetings. The President shall be made aware of all communications to the organization.**

Section 2 **A member shall only hold one Officer position.**

Section 3 **The 1st Vice President shall take the Chair in the absence of the President.**

Section 4 **The 2nd Vice President shall take the Chair in the absence of the President and 1st Vice President.**

Section 5 **Signing Officers shall be President, 1st Vice President and Treasurer. Any two signatures will suffice.**

Section 6 **The Secretary shall record the Minutes of all meeting and shall conduct the general correspondence of the organization. The Secretary shall be responsible for insertion of articles and advertising to various media.**

Section 7 **The Treasurer shall pay all bills, receive all money due the organization, giving and taking of receipts as required. The Treasurer shall make a report on expenses and receipts to the membership at each monthly meeting. At the Executive's direction, the Treasurer shall assume responsibility for ensuring an annual financial review of the "Sauble Sandpipers Seniors Club" financial transactions. The executive shall request an annual financial review to be completed by an independent, objective and knowledgeable person(s) at least once a year. At the Executive's direction, the Treasurer will issue a financial review for tender every three (3) years at minimum. At the Annual General Meeting, an annual financial review will be presented to the members.**

ARTICLE II **MEETINGS**

Section 1 **Four general meetings shall be held a year in April, June, September and December on the 2nd Monday of each month subject to statutory holidays. A special general meeting may be called at the discretion of the President with 10 days notice to members. (approved June 12, 2017)**

Section 2 **Executive consists of Officers and Convenors of all Sandpiper Activities. Officers may also be Convenors.**

Section 3 **Executive meetings shall be held on the 1st Monday of the month subject to statutory holidays or on an agreed upon date change at previous executive meeting with up to 10 executive meeting a year. (approved September 11, 2017)**

Section 4

Special Executive Meetings may be called, from time to time, at the discretion of the President. These meetings may be held either in person, or via e mail.

ARTICLE III **MEMBERSHIP**

Section 1 **By request and upon payment of current dues, a membership card in this organization will be given to all persons who qualify, as stated in the Constitution.**

Section 2 **Inability to pay the membership fee will not stand in the way of anyone joining the Sauble Sandpipers.**

ARTICLE IV **QUORUM**

Section 1 **Ten percent (10%) of the membership of this organization shall constitute a quorum at a General Meeting.**

ARTICLE V **STANDING COMMITTEE**

Standing Committee shall consist of Convenors of:

- **Bid Euchre**
- **Bridge**
- **Creative Stitchers**
- **Sunshine –cards (get well, etc.)**
- **Craft Show**
- **Quilting**
- **Shuffle**
- **Solo**
- **Soup's On**

- **Wiarton Sandpipers**
- **Caring For Cancer**
- **Any other activity that develops**

ARTICLE VI NOMINATIONS

Section 1 **Two months prior to the Annual Meeting, the President shall appoint a Nominating Committee of three (3) members. The Nominating Committee will present a slate at the Annual Meeting. Further nominations will be requested from the floor before voting takes place.**

ARTICLE VII FINANCIAL

Section 1 **The Fiscal Year of this organization shall be from April 1st to March 31st.**

Section 2 **An Annual Financial Report shall be presented to the General Meeting for the period described above.**

Section 3 **All financial records will be kept for a period of 7 years.**

ARTICLE VIII AMENDMENTS TO THE BY-LAWS

Section 1 **Amendments to the By-Laws require previous notice at the regular meeting immediately preceding the meeting at which the proposed amendment is to be considered.**

Section 2 **Such amendments require a two-thirds (2/3) majority at a legally constituted general membership meeting.**

ARTICLE IX RULES

Section 1 **Membership Committee shall issue membership cards and keep a list of members' addresses, phone numbers and email addresses.**

Section 2 **Upon retiring from office, all Officers and Convenors shall deliver to the President all records, books, papers, correspondence, or any other property belonging to the organization**.

Section 3 **An amount of up to one thousand dollars ($1,000.00), excluding taxes, may be spent in an emergency with Executive approval. Over one thousand dollars ($1,000.00), excluding taxes, requires previous notice at the regular meeting immediately preceding the meeting at which the expenditure is to be considered.**

Section 4 **Members are expected to observe all rules and regulations of this organization**

and abide by rulings from the Chair during meetings. At the discretion of the President, any members failing to observe these rules will be asked to comply.

Section 5 **Notice of monthly and annual meetings will be published in a yearly calendar available to all members. Further notice will be given at regular monthly meetings.**

Section 6 **Any and all requests from an individual or organization outside the umbrella of the Sauble Sandpipers Club shall be referred to the Executive to be reviewed and dealt with as per the By-laws.**

ARTICLE X **BY-LAW REVIEW**

A By-Law Review Committee, appointed by the President, shall review Sauble Sandpiper By-Laws every three years and report back to the Executive.

Amendments were proposed and discussed at the General Meetings held October 19, 2015 and November 9, 2015.

Amendments accepted at the General Meetings held October 19, 2015 and November 9, 2015

President **1st Vice President**

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Judy Nafziger **Betty Murphy**

Signed copy in Secretary Binder

Note: Sauble Sandpipers Seniors Club is a non profit, incorporated body.