

UVIC RETIREES ASSOCIATION CONSTITUTION AND BY-LAWS

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PART.1. » CONSTITUTION

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Constitution of the UVic Retirees Association

1. The name of the Association shall be the UVic Retirees Association.
2. In support of the enhancement of interest in the University and each other, the purposes of the Association are:
 - a) to provide for engagement, activities, and other benefits for those of pensionable age (55+) from the University of Victoria, from University of Victoria affiliated or associated organizations or entities, and from former employees of other universities; and to share in a community of interest and facilitate communication with each other and with the University of Victoria;
 - b) to provide an organization through which benefits may be arranged for members;
 - c) to administer the financial affairs of the Association including, but not limited to, memberships, contributions, and other financial items appropriate to the purposes of the Association;

for at least twelve (12) continuous months or is the parent of a child of the partnership by birth or adoption;

g) Society Act means the Society Act of the Province of British Columbia from time to time in force and all amendments to it;

h) Registered Address of a member means the member's address as recorded in the Association's register of members;

i) Term means the time between the Annual General Meeting and the immediate next Annual General Meeting.

j) Official Retiree of the University of Victoria means the individual is 55 or older and has formally declared his/her retirement through Human Resources

1.2 SINGULAR AND PLURAL

Words importing the singular include the plural and vice versa.

2.0 MEMBERSHIP

2.1 CATEGORIES OF MEMBERSHIP

a) Full Member:

~~Past and present~~ employees of the University of Victoria

the membership in recognition of exceptional service to the UVic Retirees Association or to the University of Victoria. On approval by the membership the person becomes an Honorary Member in good standing of the UVic Retirees Association.

~~b c) Affiliate- Associate~~ Member:

Employees of other universities and of University of Victoria affiliated institutions, organizations and entities who have reached pensionable age (55+) and who are officially retired or are planning to retire in the near future from that institution are eligible to apply to become ~~Affiliate- Associate~~ Members of the Association. ~~Spouses of deceased Affiliate Members who have reached pensionable age (55+) are eligible to apply to become Affiliate Members of the Association.~~ On acceptance by the Association's Membership Committee and on payment of the required ~~Affiliate- Associate~~ Membership dues, an eligible person becomes an ~~Affiliate- Associate~~ Member in good standing of the UVic Retirees Association. The number of ~~Affiliate- Associate~~ Members shall not exceed fifteen percent (15%) of the total number of Members entitled to vote.

~~e) Honorary Member:~~

~~A person is appointed as an Honorary Member on the recommendation of the Executive Board and the approval of the membership in recognition of exceptional service to the UVic Retirees Association or to the University of Victoria. On approval by the membership the person becomes an Honorary Member in good standing of the UVic Retirees Association.~~

d) ~~Associate- Spousal~~ Member:

Upon reaching pensionable age (55+) ~~the spouse of a Full Member in good standing, Affiliate- Associate Member in good standing or Honorary Member who has reached pensionable age (55+)~~ is eligible to apply to become an ~~Associate Spousal~~ Member of the Association. On application to the Association's Membership Committee that person becomes an ~~Associate Spousal~~ Member in good standing of the UVic Retirees Association. ~~Associate Spousal~~ Members are not required to pay dues, are not entitled to vote and do not have direct access to any other benefits. If a spouse wishes to be entitled to vote, he or she may apply to become an ~~Affiliate- Associate~~ Member or Full Member, if eligible. Spouses of deceased Full, Honorary or

into ~~quarters-half~~ and the membership fee shall be prorated according to the beginning of the ~~quarter half~~ in which the member joins. The prepaid membership period shall be for the full specified prepaid term. Annual and prepaid membership fees are not refundable. Annual fees shall be due and payable April 1 of each year.

2.5 MEMBERSHIP STATUS

Members of the Association who have not paid their membership fee (annual or prepaid) by June 30 in the current annual membership period shall be deemed to be not in good standing and shall, therefore, cease to be members of the Association.

2.6 MEMBERSHIP FEES

Members shall have the choice of paying fees annually or by a lump sum prepayment in an amount and for a term as determined by the Board. At the expiry of the annual term or the prepaid term, the member shall have the choice of paying fees annually or by a lump sum prepayment in an amount and for a term as specified by the Board.

Membership fees and payment structures shall be determined annually by the Executive Board and reported to the Association at a General Meeting.

2.7 EXPULSION OF MEMBERS

A member, who is not an Officer of the Association, may be expelled from the Association by a unanimous vote of the Executive Board if, in the opinion of that Board, the member has taken a public action considered to be seriously detrimental to the credibility of the Association, or to the ability of the Association to achieve its purposes.

An Officer of the Association may be expelled from the Association by approval of the membership of a Special Resolution recommended by 75% of the Executive Board if, in the opinion of that Board, the officer has taken an action considered to be seriously detrimental to the credibility of the association, or to the ability of the Association to achieve its purposes.

Before a formal motion for expulsion is made, the member or officer shall be given an opportunity to appear before the

3.4 QUORUM

A quorum at any Annual General Meeting or Extraordinary General Meeting shall be at least 15 voting members present. If within one half-hour of the appointed time for the meeting a quorum is not present, the meeting shall stand adjourned to one half-hour later on the same day, or to such other time, date and place as the members present shall determine. Members then present shall constitute a quorum and may transact the business for which the meeting was originally called.

3.5 APPROVAL OF RESOLUTIONS

Approval of Special Resolutions shall require a 75% quorum and one half

- c) Treasurer;
- d) Secretary; and,
- e) the Past President.

4.3 MEETINGS OF THE EXECUTIVE BOARD

The Executive Board shall meet at least three (3) times annually. Meetings of the Board may be called as required by the President.

A quorum for a meeting of the Executive Board shall be fifty percent plus one (50% + 1) of the members of the Board and shall include at least two Directors.

Motions shall be approved by a simple majority of the Officers present, except when otherwise required by these By-Laws.

4.4 POWERS AND DUTIES OF THE EXECUTIVE BOARD

The Executive Board governs the Association by

- a) determining annually the form and amount of membership fees;
- b) administering fund-raising activities;
- c) establishing policies for the most effective means for the Association to fulfill its purposes and meet its objectives within the constraints of the Association's Constitution and By-Laws;
- d) establishing such committees, temporary or permanent, as deemed necessary by the Board;
- e) reviewing annually the composition and terms of reference of standing committees;
- f) appointing annually the members of the Nominating Committee other than the Chair;
- g) publishing newsletters, membership rosters, websites, and other forms of communication.

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h) appointing a Member to fill an Officer position vacated prior to end of a normal term.

i) establishing the Rules of Order to be used for the Association's meetings.

4.5 VACATION OF OFFICE

The position of Officer shall be deemed vacated if

a) an Officer ceases to be a member in good standing;

b) an Officer by notice in writing to the Executive Board, resigns his or her office;

c) an Officer is removed from office pursuant to By-Law 2.7.

4.6 REMUNERATION FOR OFFICERS

No Officer shall receive any remuneration for service as an Officer of the Association but may be reimbursed for reasonable expenses incurred on behalf of the Association and approved by the Executive Board.

4.7 TERMS OF OFFICE FOR OFFICERS

No Officer, except for a Past President, shall serve for more than two (2) consecutive two-year terms in one position. A Past President may serve for four (4) consecutive two-year terms.

4.8 DUTIES OF THE OFFICERS/DIRECTORS

A. The President is the Chief Executive Officer and Chair of the Executive Board, and shall:

a) preside at all meetings of the Association;

b) assign duties to the members of the Board;

c) call upon any member of the Association to assist in the

[d) assessments approved by the membership by Special Resolution.

5.6 FINANCIAL REVIEWER

At each Annual General Meeting of the Association, the Executive Board shall lay before the members a financial review of the income and expenditures of the Association,