

**MID ISLAND VOLKSSPORT CLUB
BYLAWS - REVISED 2009**

I. MEMBERSHIP

1. Members shall pay dues as determined by the Executive Committee and will receive the Club Newsletter. Members will have voting privileges at General Meetings.

2. Life Membership. Life Members of the Club may be elected at the Annual Meeting upon the recommendation of the Executive Committee. They will not pay dues but will have the privileges of a Member.

II. EXECUTIVE COMMITTEE AND OFFICERS

1. The Executive Committee. Composition of the Executive Committee shall be as determined by the Membership at a General Meeting. It is the controlling authority of the Club. The President shall report on its actions and policies at the Annual General Meeting (AGM). Five (5) elected members shall constitute a quorum of the Executive Committee. Decisions of the Executive Committee shall be by a simple majority of voting members present. A tie vote shall be construed as a failure to pass the measure proposed. The major duties of the individual members of the Executive are outlined in the following paragraphs. The term of office for all members of the Executive Committee shall be one year. Members may stand for re-election at the completion of their terms.

2. The President. The President is the presiding Officer of the Club. The President oversees the operation of the Club, chairs the meetings of the Executive Committee and the AGM, and is a cheque signing authority.

3. The Vice President. The Vice President is the President's deputy. The Vice President assists the President and shall be prepared to carry out the President's duties if required to do so, filling the office of President should the latter be unable to complete a full term. The Vice President is a cheque signing authority.

4. The Secretary is responsible for maintaining all non-financial records and documents of the Club. In addition, the Secretary is responsible for recording the minutes of meetings of the Executive Committee and the AGM, keeping the correspondence files and assisting with correspondence as required, coordinating dates for Executive Meetings, coordinating information to meet the deadlines of the CVF AND VABC, maintaining all completed registration forms, and ordering Club supplies. The Secretary is a cheque signing authority.

5. The Treasurer is responsible for maintaining the accounts and financial records of the club, in accordance with the decisions and policies of the Executive Committee. The Treasurer maintains a bank account in the Club's name and provides financial statements for Executive Meetings and the AGM. The Treasurer is a cheque signing authority.

6. The Past President of the Club is an ex officio voting member of the Executive Committee who holds the position by virtue of being the immediate past President. The Past President shall present the report of the Nomination Committee to the AGM and conduct elections as necessary. The Past President will also assist the President as requested, and help provide continuity in Club Policy.

7. Walking Committee. The Walking Committee organizes the walk schedule, updates existing walks and develops new ones as required, ensuring suitable parking at start sites, obtaining permission for the walk if required, and producing route instructions and maps. The Walking Committee ensures that there are leaders for each walk and ensure no one gets lost or is left on the trails, and makes arrangements for marking the trail if necessary.

8. Membership Officer. The Membership Officer maintains a current list of members, ensures that the Executive is apprised of new additions/ deletions, and provides the Editor with an updated list as required. The Membership Officer may accept membership dues and issue receipts on behalf of the Treasurer.

9. Editor. The Newsletter Editor compiles, copies and arranges for the distribution of the newsletter as directed by the Executive Committee.

10. Liaison Officer. The Club Liaison Officer is the link between the Executive Committee and Membership on an ongoing basis. All members will be contacted on a weekly basis with details of upcoming events and other notices as required. The Club Liaison Officer will also bring up concerns from the Membership at Executive Committee meetings.

11. Registration and Walk Box Coordinator. The Registration Officer registers walkers on sign-in sheets for sanctioned walks only, ensures the route map and stamp for the event are available, and collects money for all IVV sanctioned events, arranges for returning walkers to sign in and have their book(s) stamped, then completes the statistics sheets and sends them to the VABC, tallies the money from each walk and turns it over to the Treasurer. In addition, the Coordinator monitors the walk boxes; collects the money therein and turns it over to the Treasurer; completes registration sheets; ensures that the boxes contain maps, registration forms, money envelopes, pens, distance/event books, and free-walk sheets; and tallies year-end statistics for submission to the secretary. Currently the club has one sanctioned walk and one year-round event.

12. Social Committee. The Social Committee will coordinate all non-walking functions of the Club, including social gatherings after walks. The Social Coordinator will maintain contact with members through the Club Liaison Officer.

III. ANNUAL GENERAL MEETING

1. An Annual General Meeting (AGM) shall be convened at a time and place determined by the Executive Committee, for a report on the actions of the Executive Committee and for the transaction of other business as provided for in the Constitution and these Bylaws.

2. Each person holding a voting membership shall have one vote at the AGM.

IV. EXECUTIVE COMMITTEE MEETINGS

1. The Executive Committee shall meet as required to conduct the business of the Club.

2. When a meeting is impracticable, either the President or the Vice President may ask the Executive Committee to decide a particular matter by email ballot and/or by telephone.

V. NOMINATING COMMITTEE

1. A Nominating Committee may be appointed to seek new potential members of the Executive Committee and shall consist of members appointed by the President in consultation with the Executive Committee. Members serve for a one-year term and report to the Executive Committee.

2. The Nominating Committee shall present for election by majority vote at the AGM at least one nominee for each anticipated vacancy on the Executive Committee. Presentation of the Nomination Committee's report, and any subsequent elections, shall take place after the business of the outgoing Executive Committee has taken place. The Past President shall conduct this part of the AGM.

3. Additional nominations may be made from the floor at the AGM. If there is more than one nominee for a vacancy, the issue shall be resolved by a ballot vote.

VI. OTHER COMMITTEES

1. The Executive Committee may establish and appoint other Committees as required.
2. All actions of such Committees shall be subject to review and approval by the Executive Committee.

VII. AMENDMENTS

1. No amendments to these Bylaws that violate the principles laid down in the Club Constitution may be considered.
2. The Executive Committee may propose amendments to these Bylaws, to be ratified by a two-thirds majority vote of members in good standing present at the Annual General Meeting.
3. No amendments may be proposed and no amendments to amendments or substitute amendments may be moved on the floor of the Annual Meeting.

To be adopted 18 July 2009.