

## **SCHEDULE "A"**

### **By-Laws for a Section of the Society**

#### **NAME**

1. The name of the Section shall be "The \_\_\_\_\_ Section of A.F.M.S."

#### **OBJECTS**

2. The objects of the Section are:
  - (a) the promotion of an association with and among those members of A.F.M.S. being in the same geographical area for the purpose of promoting the objects of A.F.M.S.;
  - (b) the furtherance by contribution, encouragement and assistance to the objects of A.F.M.S.;
  - (c) the encouragement of membership in A.F.M.S.

#### **MEMBERSHIP**

3.
  - (a) Membership in the Section shall be limited to persons who are members in good standing and of any class of membership in A.F.M.S.
  - (b) Expulsion and Suspension:
    - (i) Any Section member who wilfully infringes they By-Laws, rules or regulations of the Section or who is guilty of conduct at a Section or Society function or elsewhere which, in the discretion of the Section Executive and ratified by the Board of Directors of A.F.M.S., is detrimental to the character interests or reputation of the Section or A.F.M.S. may be suspended for a certain time from all privileges of Section membership or may be expelled from Section membership by a vote of two-thirds (2/3) majority of the Section members and ratified by the Board of Directors of A.F.M.S.
    - (ii) Such member shall be entitled to receive written notice of the reasons for which such action is to be taken against them and shall be entitled to appear and make representation to the Section at the meeting at which a vote shall be called.

### **DUES**

4. The annual dues for any Section member shall become due and payable on April 1<sup>st</sup> each year. An initiation fee may be charged new members of a Section at the discretion of the Section Executive. Dues paid by new members after January in any year shall be deemed to apply to the balance of that year and the whole of the next year. Any Section member in arrears one year shall be struck off the Section mailing list and suspended from Section activities. Such individual may apply for reinstatement on the same basis as new members.

### **SECTION EXECUTIVE OFFICERS**

5.

- (a) The Section affairs shall be managed by the Section Executive, which shall have general charge, supervision and control over the affairs, property and interests of the section.

The Section Executive may submit any contract, act or transaction for approval or ratification at a meeting of the Section called for the purpose of considering same. The approval by a majority of persons qualified and present to vote shall be binding on the Section and its members as though they had been present and approved and ratified same.

- (b) The powers of the Section Executive and of the members of the Section at a meeting thereof shall be subject to the following limitations:
- (i) Any action taken by the Section which will involve a financial commitment or by contingent liability to the Section exceeding the net liquid assets of the Section at the time of such action or exceeding \$250.00 shall not be taken nor effective until submitted in writing to and approved in writing by the Board of Directors of A.F.M.S.
- (ii) Any intended publications, letterhead, promotions or seminars bearing reference of any kind to the A.F.M.S. or a Section thereof must be approved prior to publication in writing by the Board of Directors of A.F.M.S.
- (c) All cheques, bills, notes and acceptances and other banking documents shall be signed by those members of the Section Executive designed from time to time by resolution of the Section Executive.

All other documents shall be signed by the Chairman or Secretary or such other officers as the Section Executive may from time to time appoint.

- (d) The Section Executive shall be elected from the membership of the Section and shall consist of a Section Chairman, Section Treasurer and up to two (2) others. Any members of the Board of Directors of A.F.M.S. residing in a Section's area shall have an ex-officio position, without vote or specific duties on the Section Executive.
- (e) In the event of a resignation or death of a member of the Section Executive, a quorum of the remaining members of the Section Executive may appoint a qualified member of the Section to fill the vacancy.

### **MEETING**

6. The Annual General Meeting of the Section shall take place in April of each year. Other meetings shall be held at such times and in such places as the Executive may deem desirable or at the request of any eight (8) members of the Section. Copies of minutes of all meetings shall be provided to the Board within fifteen (15) days of such meeting. The financial report of the Section's Annual Meeting shall be provided to the Board within fifteen (15) days of the said Section Annual Meeting.

### **ELECTION OF OFFICERS**

7. One month before the Section Annual General meeting, the Section Executive shall appoint a Nominating Committee of at least two Section members, one of whom is not an Officer of the Section, who shall present a slate of nominations for the Section Executive at the Annual General Meeting. Other nominations shall be called for at the Annual General Meeting and shall be accepted, providing the nominee has consented, and in which case a ballot shall be held.

### **QUORUM**

8. A quorum at an Annual or General Meeting of the Section shall consist of fifteen (15%) per cent of the qualified voters. A quorum of the Section Executive shall consist of three (3) of its members.

### **VOTING POWER**

9. All Section members shall be entitled to vote on all matters of Section concern. Votes must be made in person.

### **NOTICE OF MEETINGS**

10. Meetings of the Section Executive may be called by the Chairman or any two (2) other members of the Section Executive upon giving three (3) days' notice by mail or telephone.

Business meetings of the Section shall be called by mailing written notice of meeting to all members at their addresses shown on the Section records not less than ten (10) days prior to the date of the meeting. Accidental omission to give notice to less than five (5) members of the Section shall not invalidate the proceedings of the meeting.

### **REAL ESTATE, LEASES**

11. Land, improvements to land or leases for Section use shall be held or leased in the name of A.F.M.S., but shall be subjected to financial management arrangement between the Section and the Board of Directors prior to purchase or execution.

### **DISSOLUTION OF THE SECTION**

12. In the event the Section should cease to carry out its objects aforesaid or should resolve by majority vote to dissolve, the Section Chairman shall notify the Board of the date of proposed dissolution and thereafter the Section shall cease to operate and all property and assets shall be transferred to the Society.