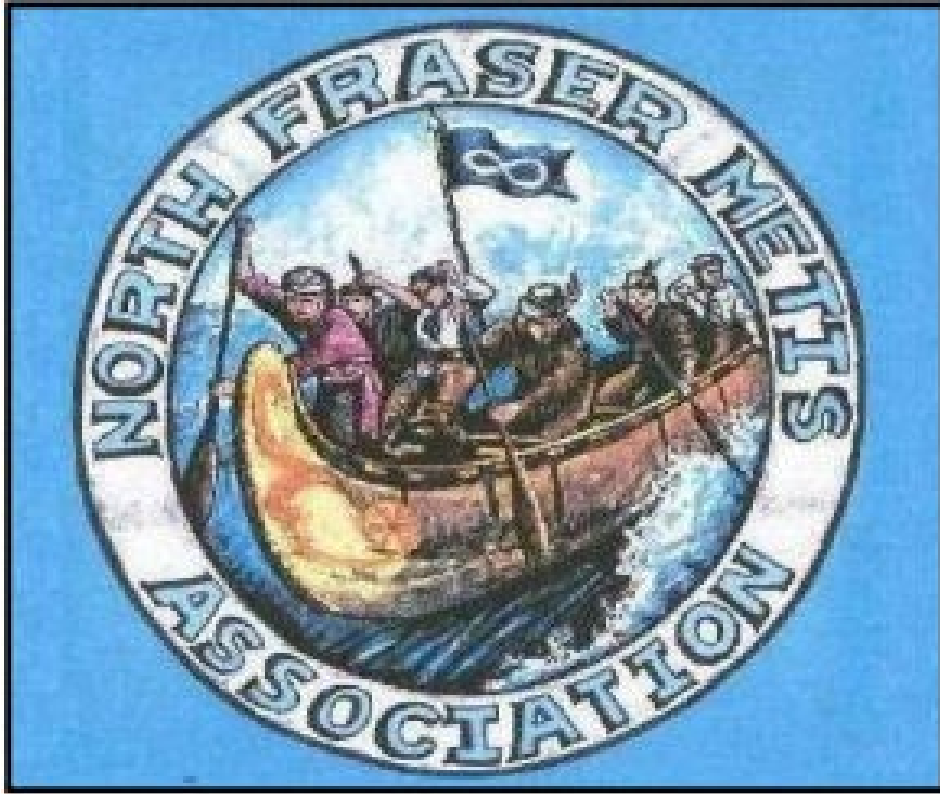


North Fraser Métis Association Constitution & By-Laws



Article I

Purposes:

The purposes of this Society are:

- a. To educate and promote the interests of the Métis Nation.
- b. To explore and develop resources to assist its members in:
 - i) cultural recognition through the teachings of the history of the Métis peoples and their importance in the exploration and development of Canada and the United States. To assist our members in developing a pride of their ancestry through learning the crafts, languages, skills, music and folklore of their people.
 - ii) genealogical research of Métis and other aboriginal ancestry
- c. To encourage fraternal relations among all components of the Society.
- d. To work with aboriginal, other registered charitable groups, governments and other agencies or societies to promote the welfare and well-being of our members.
- e. To establish a Métis communication system between the Society and its membership and other Métis organizations and registered Canadian charities.
- f. To raise funds for the operation of the society.

Article II

In the event of winding up or dissolution of the Society, after the satisfaction of its debts and liabilities, all Association funds and assets shall be given or transferred to another Métis registered charitable organization.

Article III

Bylaws

This Society shall consist of at least seven members available to serve on the Board of Directors. A simple majority of Directors will constitute quorum for a Board Meeting. Seven Members will constitute a quorum for Annual and Special General Meetings. The Society cannot dissolve its charter without holding an Annual or Special General Meeting.

Sec. 1. This Society may legislate, amend or delete By-Laws at Annual or Special General Meetings provided that they do not contravene this Constitution.

Sec. 2. The vote on By-Laws of the Society requires a 75% approval by the Members present at an Annual or Special General Meeting.

Article IV

Amendment of Constitution

The Board of Directors shall call an Annual or Special General Meeting to vote on proposed amendments to the Constitution. The Membership shall be notified of the date, time, location and any proposed amendments one month prior to the Annual or Special General Meeting. A 75% approval of the Membership in attendance is required for approval of the amendment.

Article V

Membership Application for Membership:

Every applicant must comply under Article III, Sec. 1 of the By-laws for either "Membership" or "Associate Membership".

Sec. 1. The persons specified herein may be members of this Society upon proper application, and shall be subject to the laws governing Members and Associate members.

Sec. 2. All applications for Métis Citizenship will be screened by a membership committee.

Sec. 3. Applicants will fill out a Membership Application to be submitted to the "Membership Committee". The membership committee will recommend on the eligibility of the applicant. The Board of Directors will rule on the eligibility of the applicant as to membership status:

- a. Membership as a Métis Citizen.
- b. Associate Membership are those who are not Métis or who have not provided substantial proof of their Métis heritage as determined by the rules and guidelines used by the membership committee to determine Métis heritage.
- c. Non-qualifying applicant resulting from insufficient information or falsification of documents etc.

Sec. 4. Members:

To qualify as a Member of the society, the membership shall be comprised of those persons

- a. who self identify as Métis, First Nations, Inuit or non-aboriginal and:
 - i) are descendants from the Métis who received or were entitled to receive land grants and/or scrip under the provisions of the Manitoba Act 1870, or the Dominion Act as enacted from time to time or:
 - ii) is a person of aboriginal decent who is accepted by the Métis Nation as Métis. These members must submit as must all members, genealogical proof of their heritage but where because of governmental intervention as in adoption etc. where heritage is impossible to trace, a vote of acceptance by the majority of the membership committee to the eligibility of the applicant shall be recommended to the Board of Directors.
- b. "Métis Nation" means the community of Métis persons in subsection (a) and persons of aboriginal descent who are accepted by that community.

Only those Members who qualify as above, and who have attained the age of 19 years shall have voting privileges within this organization. Youth Members may vote on Youth Committee recommendations. Members must be of legal age to serve on the Board of Directors and assume financial responsibility for the society.

Sec. 5. Associate-Members:

Associate Members, are those people who wish to comply with the rules of our Society, promote in good faith the interests of the Society's members but shall have no voting privileges regarding the election of officers or in the dispersion of the funds of the Society nor shall Associate Members serve on the Board of Directors.

Sec. 6. Upgrading Membership Status:

Associate members who wish to upgrade their status to Membership as a Métis Citizen may do so by producing the required genealogical background showing proof of Métis Heritage and submitting necessary documents to the membership committee for recommendation to the Board of Directors.

Sec. 7. Revocation of Membership:

Any Member who falsifies their application for the purpose of gaining membership, or whose application including genealogical records and proofs of heritage contain untrue statements will have their membership revoked.

Sec. 8. Cessation of Membership:

A person will cease to be a member of this society

- a. by delivering his resignation in writing to the Financial Secretary of the Society or by mailing it to the society's address.
- b. Upon his/her death
- c. Non-payment of annual membership dues.

Sec. 9. Loss of Membership

The Society shall revoke membership for falsification of a membership application or whereby it is determined by the Board of Directors, the member has acted in an extreme manner detrimental to the society. A letter revoking the membership must be sent to that member.

Sec. 10. Reinstatement of Membership

Any member who is expelled for non-payment of dues may be re-instated upon payment of their annual dues as determined by the Board of Directors.

If the Society has terminated an individual's membership based on "extreme detrimental behavior to the Society". They will, upon written request by the expelled member, be given an opportunity to explain their actions. They may produce witnesses to corroborate their statements. At this time, the Board of Directors shall vote on the re-instatement of membership.

Article VI

Power & Privileges

Sec. 1. This Society shall possess the powers and enjoy the following privileges:

- a. To grant membership to those applicants who qualify for membership within this society either as a Member or Associate Member.
- b. To elect and appoint its own officers in the manner prescribed for within the By-Laws of the Society, and to remunerate such officers as provided in the By-Laws.
- c. To hold Annual and Special General Meetings as provided by the By-Laws.
- d. To establish annual dues as set by the Board of Directors, may authorize suspension of members that are 3 months over due in payment of dues, may prohibit those members in arrears from voting on the election of officers. The Board of Directors may set dues for individuals and family memberships.
- e. To pay and disburse moneys from the regular funds of the society.
- f. To establish such By-Laws consistent with the objects of the Society.
- g. To designate funds for communication between the Society and its membership.
- h. To raise money through social functions, debentures or other lawful means as approved by the Board of Directors for the benefit of the Society.
- i. To plan social and cultural events.
- j. To revoke the membership of those persons who have falsified their applications, behaved in an extremely detrimental fashion towards the Society, or are three months over due with their dues.
- k. To establish and maintain one or more branches of the Society upon approval of the Board of Directors not exceeding the powers of the North Fraser Métis Association, and which would be maintained within the Charities Section 149-1 qualifications.

- I. To employ and dismiss staff as may be required, and to compensate them for duties performed in carrying out their responsibilities as assigned by the Board of Directors.

Article VII

Officers:

Sec. 1. The elected Officers that constitute the Board of Directors of this Society shall consist of:

President
Vice-President
Recording Secretary
Financial Secretary
Treasurer
Director
Director
Women's Representative (non-voting)
Youth Representative (non-voting)

No member shall hold more than one Board position with three exceptions:

- a. Financial Secretary and Treasurer may be combined when an additional Director replaces the vacancy on the Board.
- b. Women's Representative (non-voting) may be combined with another Board position.
- c. Youth Representatives (non-voting) may be combined with another Board position.

The President and Vice President must have Métis Nation British Columbia Citizenship

Sec. 2. The Society may also elect Trustees to have charge of its funds.

Sec. 3. The Society may have appointed officers, as it deems necessary but they shall not supersede the positions of the elected officers.

Sec. 4. Only "Members" who have attained the age of 19 years, may hold the positions available in Article V, Sec.1 whereas both "Members and Associate Members" may be appointed to offices as the By-Laws of the Society permits.

Sec. 5. All elected Officers shall hold office for a 1 year term.

Sec. 6. All Officers shall be cleared of all pecuniary charges on the books at the time of installation.

Sec. 7. Nomination for election on the Board of Directors shall be submitted at a Board Meeting held one month prior to the Annual General Meeting by written notification to the Recording Secretary or in person. Those nominated by fax or written notification must be accompanied by a letter of consent from the nominee.

Sec. 8. To be elected to office, a member must have a clear majority of all ballots cast, providing that where there is only one nomination for the position, the President may declare the member elected by acclamation.

Sec. 9. The Board of Directors may elect members to fill vacant positions on the Board. The election of these positions must be ratified at the next Annual or Special General Meeting.

Sec. 10. The duties of the officers shall be as laid down in the Constitution.

Sec. 11. Representatives of this Society attending any meetings shall be attended by the Director whose portfolio relates to the meeting, a committee member of that portfolio as an alternate with the approval of the President or by vote of the Board of Directors. An alternate can also be chosen should the representative be unable to attend. Fees, travel expenses etc. can be provided for the representative if the By-Laws so state and the Board of Directors approve. Sufficient funds must be available for this purpose and the recipient must produce all relevant receipts prior to payment.

Article VIII

Special Committees:

Committees may be appointed whenever the society requires them. They may be comprised of both Members and Associate Members. Their duties can include but are not limited to:

- Education / Culture
- Entertainment
- Purchasing
- Communications
- Publicity
- Judicial
- Elders
- Women
- Youth
- Housing
- Social Welfare
- Finance and Audit
- Fundraising
- Spiritual Wellness

Current minutes of their meetings should be kept and submitted to the Recording Secretary with reports to the Society being provided by the Committee Chairperson. The life of a committee shall not extend for more than the fiscal year in which it was initiated. Should its continuance be required by the Society, it must be reappointed at the beginning of each new fiscal period.

Article IX

Removal of Directors, Officers and Committee Chairpersons

Sec. 1. Any Director, Officer, or Committee Chairperson being absent for three consecutive meetings, except in the case of sickness (unless the illness is of prolonged duration), for misconduct detrimental to the Society or neglect of duty by a majority vote of the Board of Directors may be removed from office.

Sec. 2. Any Director, Officer or Committee Chairperson ceases to be a resident of B.C.

Sec. 3. Failure to disclose a Conflict of Interest by a Director regarding contracts awarded constitutes "Just Cause" for removal of Directors, Officers and Committee Chairpersons.

Sec. 4: By the Death or resignation of the individual, or through the lack of competence by that person to perform their assigned tasks within a reasonable time frame and in a satisfactory manner.

A Member who is expelled from the position as Director, Officer or Committee Chairperson may appeal their case to the Board of Directors at the next meeting. A member must submit a written notice of appeal to the Recording Secretary for the agenda.

Article X

Funds and Property

Sec. 1. The funds and property of this Society shall be held in trust to be devoted to the use of providing education, office space, and communication services, to promote this organization and ensure its continuance. Funds may be invested from time to time as approved by the Board of Directors. Funds may be augmented by donation or entertainments, bazaars, debentures, pledges, etc.

Sec. 2. The Society may hold title to property, real or personal.

Article XI

Terms of Office

Sec. 1. The term of office for this Society shall be one year.

Sec. 2. The Board of Directors shall hold a meeting once a month except for July and August. The President of the Society may increase the number of meetings held.

Article XII

Reports & Audits

Sec. 1. It shall be the duty of the Board of Directors at the end of the fiscal year, to prepare for inspection by the members, a full report on the year and complete financial papers certified correct by its financial officers.

Article XIII

Rules of Order:

Roberts Rules of Order will determine the method by which all meetings will be followed regarding motions etc.

Article XIV

Meetings:

The Board of Directors may convene a Special General Meeting.

All regular meetings will commence no later than 7:00 p.m. except when scheduled earlier at a previous meeting.

A simple majority of Board members is required for quorum.

Special General Meetings shall be called by the President on the written request of 25 Members in good standing, or by a vote of the Board of Directors and in either case the Recording Secretary shall notify the membership. No business shall be transacted at Special General Meetings other than published on the agenda.

Article XV

Initiation Fees & Dues

Sec. 1. Processing Fee:

The Board of Directors shall set a fee for processing memberships as required.

Sec. 2. Dues:

The Board of Directors shall set bi-annual dues for Members, Associate Members and establish qualification for a Family rate.

Sec. 3. Exemption:

The Board of Directors may grant membership on compassionate grounds for a period of 1 year without fees or dues.

Article XVI

Election of Officers & Representatives

Sec. 1. Election of Officers

Nomination and election of officers shall be conducted in accordance with Section 4, 7, 8 and 10 of Article V of the By-laws.

Sec. 2. Election of Representatives

Nomination and election of representatives shall be conducted according to Article XIV Section 1.

Article XVII

Voting:

Only Members in good standing for a period of one year may vote on the election of officers or changes to the Constitution and By-Laws. Only Members in good standing for a period of two years may stand for elected office.

Sec. 1. At all elections, the President shall appoint three members to a Ballot Committee to receive and count the ballots and report to the membership.

Sec. 2. Ballots shall be held for a period of one month.

Sec. 3. A vote to destroy the ballots will be held at the next Board Meeting.

Article XVIII

Officers Duties:

The Elected officers of this Society shall be in accordance with Article V, Sec. 1 of the Constitution.

Sec. 1. President:

It shall be the duty of the President to:

- a. preside at the meetings of the Society and enforce the observance of the Constitution and By-Laws,
- b. see that all officers of the Society and members of committees perform their respective duties as outlined within the Constitution and By-Laws,
- c. have a record made in the minutes of the meetings of the society,
- d. prior to the closing of the meeting have the Financial Secretary report on any money received by the society and the treasurer to report on any disbursement of funds by the society and recorded in the minutes,
- e. prepare an agenda for each meeting,
- f. present reports on meetings attended as a representative of N.F.M.A. or have such reports presented by the appointed representatives

The President shall be an ex-officio on all committees.

Sec. 2. Vice President:

The Vice President shall assist the President in presiding at the meetings, in the absence of the President, shall preside at the meeting and perform all other duties as required by the Society.

Sec. 3. Recording Secretary:

The Recording Secretary shall:

- a. keep an accurate record of the proceedings of the Society, recording motions and the actions to be generated from such motions.
- b. write all communications that may be ordered by the Society or the President,
- c. enter all amendments to the By-Laws in a book kept for the purpose, showing the dates passed.
- d. record any amounts of money received or disbursed by the Society as reported to the Board of Directors or at an Annual or Special General Meeting,
- e. maintain a record of attendance for Board of Director Meetings,
- f. receive, read and report all communications to the Board of Directors.

Sec. 4. Financial Secretary:

The duties of the Financial Secretary shall be to:

- a. accept and keep an accurate record of all money received by the Society and to pay all such funds received to the treasurer at the close of each month.
- b. chair the membership committee,
- c. maintain a current list of the associations membership, addresses, phone numbers and ages,
- d. maintain a record of membership dues,
- e. have all financial records written up and ready for audit one week prior to the Annual General Meeting.

Sec. 5. Treasurer:

The Treasurer shall:

- a. receive the funds of the Society from the Financial Secretary and deposit at a Chartered Bank or Credit Union approved by the Board of Directors.
- b. furnish a full report of the receipts and disbursements at the end of each month with the balance of all accounts.
- c. maintain a current and accurate cheque book balance, bank statements, and the Society's financial records.
- d. the treasurer shall write all cheques drawn on the treasury to be signed by two approved Board of Directors.
- e. have the books written up and balanced for audit one week prior to the Annual General Meeting.

Sec. 6. Women's and Youth Representatives:

- a. The Board of Directors shall annually accept or amend the roles of Women's and Youth Representatives (non-voting) as outlined by their related M.N.B.C. Ministry to establish N.F.M.A. Policy.

Article XIX

Signing Authority:

The President, Vice-President and Treasurer or other approved Board Members shall have authority to sign cheques. Two names must appear on all cheques. Only payments authorized by the Board of Directors are approved.

Article XX

Committees:

Sec. 1. Finance Committee:

This committee shall consist of three members other than the Board of Directors. It shall be their duty to examine all accounts prior to the opening of the Annual General Meeting. They shall audit the books at the end of each year and make a written report of the financial affairs of the society at the Annual General Meeting. The Board of Directors may present an outside audit in lieu of a Finance Committee Report.

Sec. 2. Property Committee:

A committee shall be chosen to be responsible for all items belonging to the society. It shall be the function of the committee to keep an audit of all items and to repair such items as approved by the Board of Directors.

Sec. 3. Membership Committee:

The membership committee shall be comprised of the Board of Directors and the Office Manager. The Financial Secretary shall be the Chairperson of this committee.

The Duties of the Membership Committee will be to screen all applications for membership and determine who shall be granted Membership or Associate Membership. Their determination shall be based on the criterion of proof of Métis heritage, (which shall include genealogical dates) prior to 1870 (re: Manitoba Act)

This committee shall maintain an accurate Membership Registry reflecting the addresses, contact information, Member or Associate status and a record of dues paid.

The membership committee will notify those Members not in good standing for non payment of dues. A list will be available to the Board of Directors prior to any elections or appointments.

Sec. 4. Other Committees:

These committees may be occupied by either Members or Associate Members.

Article XXI

Remuneration of Officers and Board of Directors

Sec. 1. No Member of the Board shall be remunerated for the position of Director but shall be reimbursed for all necessary expenses reasonably incurred while performing the duties of their office. Reimbursement payments are subject to approval of the Board of Directors.

Article XXII

Borrowing Powers

Sec. 1. In order to carry out the purposes of the Society the Directors may on behalf of the Society raise or secure the payment or repayment of money they decide and in particular but without limiting the foregoing, by the issue of debentures.

Sec. 2. No debenture shall be issued without the sanction of a special resolution.

Sec. 3. The Members may by special resolution restrict the borrowing powers of the Directors, but a restriction imposed expires at the next Annual General Meeting.

Article XXIII

Seal

The Directors may provide a common seal for the Society and may modify a seal or produce a logo as required.

Interpretation

Elective Officers:

- a. President
 - b. Vice-President
 - c. Recording Secretary
 - d. Financial Secretary
 - e. Treasurer
 - f. Director
 - g. Director
 - h. Women's Representative (non-voting)
 - i. Youth Representative (non-voting)
2. Just Cause includes but is not limited to:
- a. Behavior that would bring the Society into disrepute
 - b. Behavior inconsistent with the Constitution and By-Laws
 - c. Behavior demonstrating willful negligence or gross negligence in the performance of duties and responsibilities