



**ALBERTA ST. GEORGE OF ENGLAND SOCIETY  
CORPORATE ACCESS NUMBER 502714009  
By-laws (Updated 2025)**

## **Section 1 – Membership**

- i. Membership is open to all individuals of English birth or ancestry and those who support the objectives of the Society.
- ii. Life Membership may be awarded by the Board to members who have made outstanding contributions to the Society. Life Members are exempt from annual dues but retain full rights and privileges.
- iii. Honorary Membership may be granted by the Executive to non-members who significantly contribute to the Society. This is a temporary membership and does not include voting rights.
- iv. Membership shall be renewed annually - Membership fees are set by the Board and require majority approval at the Annual General Meeting.
- v. Only members in good standing have voting rights.

## **Section 2 – Officers and Board**

- i. The Officers of the Society shall be the President, Vice-President, Executive Secretary, and Treasurer.
- ii. The Board consists of the Officers, the immediate Past President, and six (6) elected Directors. Three (3) Directors shall be elected each year for a two-year term.
- iii. The Board must hold at least six (6) meetings per calendar year. Notice must be given in advance.
- iv. A quorum for Board meetings shall be six (6) members.
- v. Board members shall not receive remuneration for their duties.

## **Section 3 – Executive Secretary**

- i. The Executive Secretary shall maintain accurate minutes of all meetings, manage correspondence, and oversee records of the Society under the President's direction.

ii. The Membership Secretary shall track member records and notify members of renewals and standing.

## **Section 4 - Treasurer**

- i. The Treasurer shall manage the Society's funds in an authorized financial institution.
- ii. The Treasurer shall maintain accurate financial records and provide reports upon request.
- iii. An audited financial statement must be presented at the Annual General Meeting with hard copies available.

## **Section 5 – Election of Officers and Board**

- i. Officers and Board members shall be elected by a majority vote of members in good standing at the Annual General Meeting.
- ii. Candidates for Board positions must submit their names 21 days in advance of the Annual General Meeting.
- iii. The President and Vice-President shall serve three-year terms and may be re-elected for successive one (1) year consecutive terms.
- iv. The Treasurer and Executive Secretary shall serve three-year terms and may be re-elected for successive one (1) year terms consecutive terms..
- v. A quorum for Society meetings shall be 20 members or 5% of total members in good standing, whichever is lower.
- vi. Officers or Board members of other cultural organizations are ineligible for election to the Society.

## **Section 6 – Executive Authority**

- i. The Board has full authority over the Society's affairs and financial decisions, except where a veto is expressed by at least three (3) Board members. In such cases, the matter will be presented at a General Meeting.

## **Section 7 – Amendments**

- i. By-laws may be amended by a Special Resolution passed by a three-fourths (3/4) majority vote at a General Meeting, with at least 21 days' notice.

## **Section 8 – Meetings**

- i. The Society shall hold an Annual General Meeting in April and at least one General Meeting in October
- ii. Special Meetings may be called by the President upon request by ten (10) members in good

standing, discussion shall be restricted to the specific matter in the petition.

iii. Fourteen (14) days' written notice is required for Special Meetings.

iv. Officers or Directors who miss three (3) consecutive meetings without valid cause may be deemed to have resigned by a decision of the Board.

v. Notice of the Annual General Meeting shall be posted at least 30 days in advance on the Society's website and any other communication channels deemed appropriate by the Board.

vi. If quorum is not met at any Society meeting, the meeting shall be automatically rescheduled for the same day and time in the following week. **Notice of the rescheduled meeting shall be provided to all members using the Society's usual communication channels.** At the rescheduled meeting, the members present shall constitute quorum, and all decisions made shall be considered valid and binding.

## **Section 9 – Financial Management**

i. The Treasurer is responsible for managing Society funds.

ii. Expenses under \$100 may be approved by the Executive without further authorization.

iii. Signing authority for financial transactions shall be held by a single designated individual to enable digital transactions.

iv. Financial records shall be reviewed annually by a qualified accountant or two appointed members, 30 days before the Annual General Meeting.,

v. The Society may raise funds or secure loans with approval via Special Resolution.

vi. The fiscal year begins on March 1st.

## **Section 10 – Nominations and Elections**

i. A Nominating Committee of three (3) members shall be appointed 30 days before the Annual General Meeting by the President.

ii. The Committee shall present a slate of candidates with written acceptance from each nominee.

iii. Voting shall be by secret ballot if necessary.

iv. Nominations from the floor will no longer be accepted. Candidates must declare their intent twenty-one (21) days in advance.

v. Candidates must be members for at least two (2) years before being eligible for a board position. If no candidates meet this requirement, members with at least one (1) year of membership may be considered.

vi. Candidates who are unable to attend the Annual General Meeting may still be nominated, provided they have submitted written acceptance of their nomination prior to the meeting.

## **Section 11 – Committees**

- i. The Board shall appoint Directors or Officers to oversee Society operations and form committees as needed.
- ii. The President is an ex-officio member of all committees.
- iii. A custodian shall be appointed annually to oversee Society property.
- iv. The Board shall fill vacancies in Executive roles as needed.

## **Section 12 – Branches**

- i. The Edmonton branch shall be designated as **Alberta St. George of England Society (Edmonton Branch)**.
- ii. Other branches may form with approval from existing branches.

## **Section 13 – Purpose and Dissolution**

- i. The Society is a non-profit organization. No member shall receive personal financial gain or share in any profits of the Society. All funds shall be used to further the Society's objectives as outlined in these bylaws.
- ii. The Society is a non-profit organization, and any remaining assets upon dissolution shall be donated to a charitable organization.
- iii. Robert's Rules of Order shall govern where not specified in these by-laws.

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**End of By-laws (Updated 2025)**