

TORONTO HIKING AND CONSERVATION CLUB

CONSTITUTION

(As amended 2011)

1) NAME

The club shall be known as "The Toronto Hiking and Conservation Club".

2) AIMS AND OBJECTS

It shall be the purpose and intent of this club to provide a fellowship for those interested in hiking and the out-of-doors and, through this activity, to create a better appreciation of the need for conservation.

3) POLICY

The Club shall be non-partisan and non-sectarian, and shall not support any party or candidate for political office.

4) MEMBERSHIP

Membership shall be open to persons interested in our aims and objects. The minimum age for individual membership shall be 16, and for family membership the minimum age shall be 12.

5) EXECUTIVE COMMITTEE

(a) The Club shall elect an Executive Committee which shall include a President, Vice-President, Treasurer, Recording Secretary, Membership Secretary, and Programme Secretary.

(b) Past Presidents shall be ex-officio members of the Executive Committee.

(c) The Executive Committee shall have the power to redistribute workloads and to add to itself new members if present members are lost. The changes are to be brought to the attention of the members at the next meeting of the Club.

(d) The Executive Committee shall have the power to form sub-committees.

(e) Only members in good standing may hold office or be members of the Executive Committee.

(f) In the event that the President cannot perform his/her duties, the Vice-president will become acting President, if necessary, until the annual general meeting.

6) MEETINGS

- (a) There shall be an annual club meeting of which members shall be notified at least two weeks in advance.
- (b) A special club meeting shall be called upon the written request of at least twenty-five members and at such other time as the Executive Committee may determine. A minimum notice of seven days shall be given of a special club meeting.
- (c) Meetings of the Executive Committee should be held as required.
- (d) The quorum for an annual or special club meeting shall be 10% of the current year membership (adopted at the 2011 AGM; previously the quorum was designated as 20 members). The quorum for a meeting of the Executive Committee shall be three.
- (e) Voting on all matters shall be by majority show of hands unless otherwise specified in this constitution. Each member shall cast one vote, except that the chairman of the meeting shall vote only in the event of a tie. There shall be no voting by proxy.
- (f) The order of business at all meetings shall be as follows:
- reading and adopting of minutes of previous meeting;
 - business arising out of the minutes;
 - correspondence;
 - report from the Executive Committee;
 - notice of motion;
 - new business;
 - adjournment.

7) ELECTIONS

- (a) The term of office of Executive Committee members shall be two years.
- (b) Nominations shall be the responsibility of a nominating committee of three members chaired by the immediate Past President.
- (c) Elections, unless by acclamation, shall be by secret ballot.

8) DUTIES OF OFFICERS

- (a) The officers shall perform the duties normally pertaining to their offices.
- (b) The President, when present, shall act as chairman of the meetings of the Club and the Executive Committee. In the absence of the President, the Vice-president, if present shall act as chairman. If the President and Vice-president are both absent, then the

Executive Committee shall elect from itself an acting chairman.

9) DUES

Membership dues shall be determined at the annual club meeting. Dues are payable October first each year, and members whose dues are not paid by December thirtieth shall be removed from the club membership. Honorary members may be chosen at a club meeting upon the recommendation of the Executive Committee. Nominations for honorary membership may be submitted to the Executive Committee by any member at any time.

10) FINANCES

(a) Money can be deposited in a chartered bank, trust company or government savings office.

(b) The Treasurer and one chosen committee member shall have authority to negotiate, make, sign and draw all or any cheques or orders for payment of money against the bank account of the Club, provided such expenses have been approved by at least two other members of the Executive Committee.

(c) The fiscal year shall end September thirtieth. The Treasurer's Financial Report and books of account shall be audited by a member of the club appointed at the annual club meeting. Interim appointments may be made by the Executive Committee. An audited statement shall be circulated to the members each year.

(d) Any expenditure over five hundred (\$500.00) dollars for any one purpose shall require consent at a club meeting.

11) DISSOLUTION

(a) In the event of failure to obtain a quorum at two successive club meetings after due notice of meeting, the Club may be dissolved on the vote of the Executive Committee.

(b) After meeting all legal debts and obligations of the Club thereto incurred, the funds then remaining in the treasury of the Club shall be donated to a charity recognized by the Charities Directorate of the Canadian Customs and Revenue Agency, by a simple majority vote of the Executive Committee.

12) AMENDMENTS

At least two weeks notice shall be given of proposed changes in this constitution, and these shall be adopted only upon the favourable vote of at least two thirds of the members present at a club meeting and voting.