

DRAFT OF CONSTITUTION

ARTICLE NO. 1

Name

The name of the organization shall be "The 48th Highlanders of Canada" (Old Comrades Association).

ARTICLE NO. 2

Objects

The objects of the Association shall be: To stimulate, cultivate and preserve friendly regard and esteem amongst all ex-members of the Regiment.

ARTICLE NO. 3

Members

(1) Members shall consist of all ranks who have served at any time in the 48th Highlanders of Canada.

(2) Membership fees shall be \$1.00 per year, and paid in advance, and shall cover the current calendar year from January 1st to December 31st.

(3) Members in arrears of dues for a period of 2 years will be automatically struck off the Membership Roll.

(4) A member who has been struck off the roll for non-payment of dues, may be reinstated by the payment of his arrears in full, and by formally making an application for reinstatement.

ARTICLE NO. 4

Honorary Members

Honorary Membership shall be conferred only upon such persons, wheresoever resident, as may, in the opinion of the members, for some special reason be considered entitled to such distinction.

ARTICLE NO. 5

Meetings

(1) Regular meetings shall be held on the 2nd Tuesday of every month.

(2) Special meetings may be held at the call of the chair when due notice in writing shall be given and the reasons for calling such meeting.

(3) Meetings shall start at 8.15 p.m. sharp.

(4) The Annual Meeting shall be held at 8.15 p.m. on the 2nd Tuesday of January in each year.

(5) Twenty members at any meeting shall form a quorum.

ARTICLE NO. 6

Executive Committee

(1) The Executive Committee shall consist of the President, Immediate Past President, 1st Vice-President, Secretary, Treasurer, and seven other members.

(2) They shall be authorized to deal with all disputes, charges, complaints or claims by a member or other person for or against a member.

(3) The Executive Committee shall meet on the 1st Tuesday of each month and at any other time it may be found necessary.

(4) Seven members shall form a quorum.

(5) Minutes of the proceedings of the Committee shall be kept and placed before the Association at each monthly meeting.

(6) The Committee shall have power to make from time to time such rules and regulations for the Management of the Association or its premises, as it may deem advisable . . . providing that in so acting they do not conflict in any way with the Constitution and By-laws.

ARTICLE NO. 7

Committees

There shall be the following Standing Committees:

(1) House Committee—who shall be responsible for the Operation and Maintaining of the Club House premises.

(2) Entertainment Committee—who shall provide and supervise all entertainments, concerts, dances, etc.

(3) Sick Committee—who shall visit (when advised) all members who are sick and report to the Association at each monthly meeting.

(4) Any member of a Committee may be replaced should he fail to attend three consecutive meetings of his committee without giving satisfactory reasons for his absence.

There shall be the following other Committees appointed as required:

(1) The Executive Committee may appoint amongst themselves or other members of the Association, such Committees as they may consider necessary for the welfare of the Association.

(2) The Chairman of all Committees shall be a duly elected member of the Executive Committee.

(3) No Committee shall have power to expend moneys, without the approval of the Executive Committee.

ARTICLE NO. 8

President

It shall be the duty of the President to take command of all parades, to attend to the opening and closing of, and presiding over all meetings, to preserve order and decorum during such meetings, to countersign all cheques, to prevent infraction of the rules so far as he is able to do so, and see that justice is done between all parties, and that the rules be impartially administered and any other duty the nature of his office may require. In the absence of both President and 1st Vice-President, a chairman shall be elected pro tem.

ARTICLE NO. 9

Vice-President

It shall be the duty of the Vice-President to officiate in the absence of the President, and to assist that officer in the discharge of his duties; he shall at all times act as chairman at the meetings of the Executive Committee.

ARTICLE NO. 10

Secretary

(1) The Secretary shall attend all meetings (Executive and General) and keep a record of same in the minute books supplied for that purpose. He shall read the minutes at the opening of each meeting, thereby keeping the members informed of all proceedings during the month and shall conduct all correspondence. He shall notify all members of the Regular Meetings, Special Meetings, Parades, Banquets, Funerals, Picnics and other matters of importance. He shall keep the nominal roll books, and such stationery as may be required.

(2) He shall keep a register containing a list of all Club chattels and property with a value of same set opposite thereto and also all leases, insurance policies and such like documents with the date of their expiration, and shall place before the Executive Committee such leases and policies at a meeting at least one month before such date of expiration, to be dealt with as may seem necessary.

ARTICLE NO. 11

Treasurer

(1) It shall be the duty of the Treasurer to receive all dues and assessments, to keep an account of the same with each member of the Association, to prepare lists of those in default and notify them in writing in regard to such arrears.

(2) He shall deposit in a separate banking-account in some chartered banking in-

stitution named by the Executive Committee, all sums amounting to \$15.00 and upward; all accounts of \$5.00 and over to be paid by cheque.

(3) He shall at all times have his books ready to be produced when called upon to do so by the Executive Committee or the Auditors acting under instructions from the said Executive.

(4) He shall lay before the Executive Committee at their monthly meetings a statement showing the amount of cash to the credit of the Association in the bank, together with the amount of cash on hand, and a list of members who are in arrears and the amounts due by each. He shall also have ready for distribution at the Annual Meeting a printed statement, duly audited, showing the exact financial condition of the Association for the year ending December 31st previous.

(5) He shall take charge of all the accounts against the Association, pay the same when passed by the Executive Committee, and obtain a receipt for each of such payments and place the same on file. All cheques must be signed by the Treasurer and countersigned by the President or such other member as the Executive Committee shall appoint.

(6) The Association shall require a bond of a "Guarantee Company" from him for the faithful discharge of his duty. The cost of said bond shall be paid by the Association.

ARTICLE NO. 12

Marshal

He shall on the opening of the meeting prepare and introduce all candidates for ini-

tiation. He shall examine all due cards, and finding them in good standing or otherwise, report to the President. If required, he will remove any member from the meeting on the order of the President. He will also perform the general duties of a Marshal on parade.

ARTICLE NO. 13

Auditors

The Auditors shall audit the accounts for the year ending December 31st and shall render a financial statement at the General Meeting. They shall have access to all accounts, books and vouchers, and shall verify the same and shall sign the same as found by them to be correct and duly vouched, and shall specially report to the meeting before which same is laid.

ARTICLE NO. 14

Election of Officers

The election of officers to take place at the Annual Meeting. The term of office to be for one year; retiring members will be eligible for re-election.

Members running for office must be fully paid up, and to be eligible for Executive Office, must have had three months' membership in the Association.

A member standing for election must be present, or have given notice to the Secretary, in writing, of his intention to run.

ARTICLE NO. 15

Conduct

(1) Any member constantly and wilfully disobeying the chair during business of any meeting shall be asked to leave.

(2) Any member shall be liable to expulsion from this Association who commits what, in the opinion of the members, is detrimental to the Association, or who is found guilty of using or attempting to use this Association for his own personal gain.

(3) All complaints or grievances must be submitted in writing to the Executive through the Secretary, and shall be investigated at the first meeting of the Executive Committee.

ARTICLE NO. 16

Order of Business

(1) Silent tribute in honour and memory of Our Fallen Comrades.

(2) Minutes of the Previous Meeting.

(3) Introduction of New Members.

(4) Minutes of Executive Committee.

(5) Correspondence.

(6) Reports of Committees.

(7) Unfinished Business.

(8) New and General Business.

(9) Notices of Motion.

(10) Nominations for Office.

(11) Election of Officers.

ARTICLE NO. 17

Club House Rules

(1) The Steward shall be solely and absolutely responsible for the proper maintenance of order and decorum in those parts of the Club premises used for beverage purposes.

(2) Any member or visitor when requested to leave the premises by the Steward must do so immediately and in an orderly manner.

(3) The Steward shall immediately report to the House Committee any infraction of the above rule, and any member or visitor guilty of such infraction shall be denied further admittance to the Club until the matter has been dealt with by the Executive Committee.

(4) It shall be the duty and responsibility of the Steward to see that all rules and regulations of the Ontario Liquor Control Board are strictly observed.

(5) No beverage shall be served after the hour of 11.30 p.m., and the Beverage Rooms must be entirely vacated by 12.00 midnight.

ARTICLE NO. 18

Alteration of Constitution and By-Laws

The Constitution and By-Laws may be altered and amended at the Annual Meeting, providing that one month's notice of the proposed alteration shall have been given in writing to the Secretary, to be read at the Monthly Meeting previous to the Annual Meeting, and that each member shall be given seven days' notice of such pro-

posed alteration in circular calling the Annual Meeting.

PROCEDURE

Whenever the Chairman shall so declare, a motion shall not be received unless submitted in writing, with the names of the mover and seconder thereon, nor be opened for discussion until stated to the meeting by the Chairman. All motions shall require a majority of votes, unless otherwise provided.

The votes of the members shall be given by each holding up his right hand, and shall be counted by the Chairman, unless the numbers shall be so unequal as to render counting unnecessary.

A member desiring to speak or submit a motion, shall rise, and respectfully addressing the chairman, shall confine his remarks to the question, and observe due order and decorum.

No member shall speak twice on the same subject, without permission of the Chairman, unless in explanation, or the mover of the resolution in reply.

On a point of order being raised while a member is speaking, or when a member is called to order by the Chairman, he shall at once take his seat. The point of order shall then be stated and the Chairman shall decide upon it thereupon without debate.

No motion to amend shall be in order while two previous motions to amend are under discussion, or undisposed of, nor shall

a motion for the "previous question" be in order at any time.

A motion to "lay on the table," to "postpone" or to "commit" may at any time be made.

All members shall observe the first call of the Chairman's gavel.

A motion that has been declared lost cannot be renewed at the same meeting of the Association.

If the ruling of the chair is challenged by any member, the Chairman must immediately leave the Chair, and hand over the chair to the Vice-President, who will conduct a vote as to the ruling of the chair.