

Red River College Heritage Group

Constitution

Revised & Approved October 17, 2019

ARTICLE 1 - NAME AND SCOPE

Section 1

The name of this organization shall be "Red River College Heritage Group", hereafter referred to as "The Heritage Group".

Section 2

Red River College sanctions the Heritage Group.

Section 3

The headquarters of the Heritage Group is Red River College, Notre Dame Campus.

ARTICLE 2 - PURPOSE

Section 1

The purpose of the Heritage Group shall be to provide a forum that will be of mutual benefit to Red River College and its Retirees.

ARTICLE 3 - MEMBERSHIP

Section 1: Members

To be eligible an individual **must be a retiree** of Red River College or any other person deemed suitable by the Executive of the Heritage Group as an associate member.

ARTICLE 4 - THE EXECUTIVE

Section 1: Executive

The Officers of the Heritage Group shall be the Chair, Assistant Chair, Past Chair, Secretary and any others whom the Group deems appropriate.

ARTICLE 5 - ELECTION OF OFFICERS

Section 1

Officers of the Heritage Group shall be elected by majority vote of members present at the Annual General Meeting in April. The term of the new Executive shall start June 1st.

Section 2

The term of office shall be a minimum of one year, and may be extended

Section 3 - Terms of Office

Terms are from June 1 to May 31st inclusive for each year in office

Nominations will be in March - select/vote in April

Previous Assistant Chair will serve as Chair (1 year)

Previous Chair will serve as past Chair (1 year)

ARTICLE 6 - COMMITTEES

Section 1

Standing and additional committees shall be established to carry out the objectives of the Heritage Group whenever necessary.

ARTICLE 7 - MEETINGS

Section 1

Meetings of the Heritage Group shall be held once a month except June, July, August and December. The Chair may also call a special meeting on the petition of ten members. Notice of a special meeting must be announced at least 20 days before the meeting. The notice of a special meeting shall include an agenda providing the purpose and topics of the meeting and only those topics can be dealt with at the meeting.

Section 2

A quorum shall consist of ten members.

Section 3

All meetings of the Heritage Group shall be conducted generally in accordance with Call to Order by Roberts Rules of Order.

ARTICLE 8 - ADMINISTRATIVE AND FISCAL YEAR

Section 1

The administrative and fiscal year of the Heritage Group shall be April 1st to March 31st.

ARTICLE 9 -REVENUES

Section 1

The funds required to support the Heritage Group annual budget and projects shall be set by resolution at the annual General Meeting.

Section 2

The annual expense budget is allocated by the Red River College Administration.

Section 3

No income is to be distributed, made payable or otherwise made available for the personal benefit of any member of the Heritage Group

Section 4

Signing authority for expenditures shall be the Chair and Secretary. Two signatures are required. If the Chair or Secretary is unavailable the Assistant Chair may exercise the authority, or any two executive members or others so delegated in writing by the executive, for limited amounts and purposes.

ARTICLE 10 -AMMENDMENTS

Section 1

- a) Only the Executive may propose amendments to the Constitution to the General Membership for action.
- b) Proposed amendments set forth in a petition bearing signatures of not fewer than ten members, should be submitted to the Executive. The Executive shall then present amendments to the membership.

Section 2

Proposed amendment(s) to the Constitution shall be voted on and passed at a meeting of the Heritage Group and held in accordance with Article 7 Section 1. The affirmative vote of the majority of those voting shall be sufficient for the adoption of the amendment(s).

ARTICLE 11 - DISSOLUTION

Section 1

In the event of the dissolution of the Red River College Heritage Group, all assets, after paying or making provisions for the payment of its liabilities, shall be donated to the Red River College Heritage Group Bursary Fund.

Revised: October 17, 2019

Proposed Revision Approved At the AGM:

Signed by the Executive: _____ Chair

_____ Secretary