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Women's Canadian Club of  
Toronto  
Constitution

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CONSTITUTION

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Women's  
Canadian Club of Toronto

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1912



CONSTITUTION

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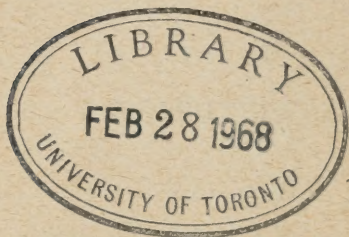
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## CONSTITUTION.

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1. The Club shall be called the Women's Canadian Club of Toronto.

### PURPOSE.

2. It shall be the purpose of the Club to foster patriotism by encouraging the study of all questions of interest to Canadians.

(a) The Club shall be non-partisan.

### MEMBERSHIP.

3. There shall be two classes of members—Honorary and Active.

(a) Honorary membership may be conferred on such persons as in the opinion of the Club may be entitled to such distinction. They shall be exempt from the payment of fees, but shall be eligible to vote and hold office only on the payment of the annual fee.

(b) An applicant for Active membership shall be nominated in writing by a member in good standing, and the nomination submitted to the Executive to be seconded by one of that body.

## FEES.

4. The annual fee for membership shall be One Dollar.

(a) No one shall be a member in good standing until she shall have paid her annual fee, such fee being due and payable in April of each year.

(b) Only members in good standing shall be eligible for office or shall have the right to vote at any meeting of the Club.

(c) Fees will be received at the close of the Annual Meeting, or upon the presentation of the membership ticket of the previous year to the Secretary-Treasurer before any regular meeting of the Club, or upon forwarding the amount with the member's name and address in full to the Secretary-Treasurer.

(d) No notices of any meetings, other than the first autumn meeting, will be sent to members who have not renewed their membership.

(e) Members neglecting to bring their membership ticket will be admitted by the Secretary-Treasurer on the payment of twenty-five cents.

(f) A member whose fee has elapsed one year must be nominated and elected in the usual manner.

## OFFICERS

5. The Officers of the Club shall consist of a President, 1st Vice-President, 2nd Vice-President,



Honorary Secretary and Honorary Treasurer. The Officers, the two immediate Past Presidents and six others holding no specific office shall constitute the Executive Committee. There shall be a Secretary-Treasurer who shall be appointed annually by the Executive Committee.

## DUTIES OF OFFICERS.

6. The duties of the Officers shall be as follow:

(a) The President when present shall preside at all meetings and introduce all speakers, etc., and shall inform the Club of the proceedings of the Executive Committee since the last report, receive and read motions and cause the sense of the meetings to be taken on them, preserve order and direct the proceedings of the meeting in regular course. There shall be no appeal from the chair unless requested by at least five members and carried by a two-thirds vote.

(b) In the absence of the President, the Senior Vice-President present shall preside and perform the duties of the President.

(c) In the absence of the President and Vice-Presidents, a chairman for the meeting shall be chosen by the open vote of those present.

(d) The Honorary Treasurer shall have charge of all the funds of the Club, banking the same in the name of the Club, and shall pay by cheque all authorized accounts, and shall present an Annual Report.

(e) The Honorary Secretary shall have in her keeping the records of the regular Meetings taken by the stenographer of the Club, shall conduct all correspondence, and shall present an Annual Report.

(f) The Secretary-Treasurer shall keep the minutes of the Business Meetings of the Club, and of the Executive Committee. She shall issue all Club notices. She shall receive all fees, handing the same to the Treasurer accompanied by the member's name. She shall issue Membership Cards, and shall attend to such other secretarial work as is necessary for the development of the Club. She shall be paid a salary as the Executive may determine.

## NOMINATION AND ELECTION.

7. There shall be a nomination committee instead of a nominating committee, consisting of a convenor and four other members, who shall be appointed at a meeting to be held at least four weeks previous to the Annual Meeting, and any member of the Club may send to the Convenor, nominations in writing for any office within two weeks after the appointment of the Nomination Committee. Names of all persons receiving five or more nominations shall be submitted to the Club and voted on by ballot at the Annual Meeting.

(a) The Officers of the Club shall be elected at the Annual Meeting of the Club, which shall be held in the third week of April, and shall hold office until the next Annual Meeting, or until their successors are elected.

(b) No Officer except the Honorary Treasurer and the Honorary Secretary shall hold office for more than two consecutive years.

(c) In case of demission of office, whether by death, resignation or otherwise, the vacancy thereby caused shall be filled by the Executive Committee. The person so elected shall hold office until the next Annual Meeting.

### EXECUTIVE COMMITTEE.

8. Subject to special action by the Club, the conduct of its affairs shall be vested in the Executive Committee.

(a) The Executive Committee shall meet at the call of the President, and six members shall constitute a quorum.

(b) Where the President is unable or refuses to call a meeting, three members of the Executive may do so by giving at least twenty-four hours' notice in writing to the other members.

(c) Any member of the Executive being absent from three consecutive meetings, without explanation shall no longer be a member of the Executive, and the vacancy thereby caused shall be filled by the Executive Committee, the person so elected to hold office until the next Annual Meeting.

## BY-LAWS.

1. (a) Notices of meetings will be given through the press.

(b) Section 4, (Fees) clause *d*, shall be printed on the notice of the first autumn Meeting.

2. Auditors shall be elected by open vote at the Annual Meeting and shall embody their report in the Treasurer's Annual Statement.

3. This Constitution may be amended at the Annual Meeting, or at a Special Meeting called for that purpose, by a two-thirds vote of the members present, after one month's notice of such amendment.

4. Members may bring a visitor, not resident in Toronto, to any of the regular meetings upon payment of twenty-five cents.

5. Members of Women's Canadian Clubs from other cities and towns may be admitted to the meetings of the Toronto Club upon presentation of cards of membership in their own Club.





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