

## **CONSTITUTION and BYLAWS**

The Canadian Vintage Motorcycle Group, Barrie-Huronion Section  
(Adopted December 7, 2013)  
(Amended December 8, 2018)

### **ARTICLES**

#### **1. Name**

This club shall be known as "The Canadian Vintage Motorcycle Group, Barrie-Huronion Section", hereinafter termed "the Section".

#### **2. Objectives**

The Section shall exist as a non-profit unincorporated club to:

- a) encourage an interest in the ownership, collection, preservation, restoration, and use, of motorcycles of historic interest,
- b) organize, cause to be organized, or assist in the organization of rallies, shows, displays, or other events as may be in the interest of furthering the objectives of the Section,
- c) actively encourage the preservation of all records, data, objects, and miscellanies pertaining in any way to the history of motorcycles and motorcycling, and
- d) provide, through its officers and organization, such services as may be required by members to further the objectives of the Section.

#### **3. Memberships**

Membership in the Section is attained by joining the national non-profit corporation, the Canadian Vintage Motorcycle Group, and designating Barrie-Huronion as the affiliate section.

The membership categories, in accordance with the national CVMG Bylaws are:

- a) Full Member,
- b) Associate Member,
- c) Honourary Life Member.

#### **4. Fees**

Membership fees and collections are prescribed by and managed by the national CVMG organization.

#### **5. Organization of The Section (Barrie-Huronion Section)**

The Executive Committee of the Section shall consist of the following officers:

- i) the President,
- ii) the Vice-President,
- iii) the Recording Secretary,
- iv) the Membership Secretary,
- v) the Treasurer,
- vi) the Event Coordinator, and
- vii) the Past President.

**6. Meetings**

- a) There shall be a Barrie-Huron Section Annual General Meeting of the membership held in accordance with the Bylaws in November or December each year.
- b) The Executive Committee may meet up to a maximum of four times each year, the date of each meeting to be published by the Recording Secretary prior to the holding of each meeting. Any member of the Section wishing to bring an issue to an Executive Meeting must contact the Secretary at least one week prior to the meeting with the details and may attend and address the meeting.
- c) Regular Section meetings shall be held at least six times per year with dates, times, and locations to be determined by the section members.

**7. Quorum**

- a) A quorum for the Annual General Meeting shall be twelve members in good standing attending.
- b) A quorum for an Executive Meeting shall be four voting members.
- c) A quorum for all other duly called section meetings of the Section shall be the members present.

**8. Elections**

Elections for the Executive Committee shall take place at the Annual General Meeting of the Section.

**9. Proxy and Mail-in Voting**

Proxy and mail-in voting shall be permitted on elections to the Executive Committee, amendments to the Constitution and Bylaws, and other specific question(s).

**10. Amendments**

- a) The Constitution and Bylaws may be amended by a vote of two thirds of the members in good standing voting at any Annual General Meeting.
- b) Notice of Motion to amend the constitution shall be emailed to all members a minimum of two weeks prior to the holding of the Annual General Meeting.

## **BYLAWS**

### **1. Rules of Order**

"Roberts Rules of Order" is the parliamentary authority used to facilitate proceedings of the Section. A simplified version is attached to or filed with this document.

### **2. Section Publications**

- a) Any member shall be furnished with a copy of the Constitution and Bylaws upon request.
- b) No member of the Section shall publish any letter or document referring to the Section or purporting to be published in its name without prior permission of the President. Any liability arising from any publication made without such permission shall be the responsibility of the individual or individuals concerned.

### **3. Duties of Officers**

#### **a) The President shall:**

- i) preside at meetings of the Executive, regular Section meetings, and at the Annual General Meeting of the Section,
- ii) have general supervision of the affairs of the Section,
- iii) act as the designated Section Representative at the CVMG National AGM,
- iv) represent the Section on official occasions,
- v) have signing authority in financial matters, and
- vi) be a member ex-officio of all standing and ad hoc committees.

#### **b) The Vice-President shall:**

- i) perform the duties of the President in his absence or on his delegation,
- ii) act as the alternate Section Representative at the CVMG National AGM,
- iii) be a member of all committees, and
- iv) organize technical presentations or speakers for regular Section meetings.

#### **c) The Recording Secretary shall:**

- i) keep minutes of all Executive, regular Meetings, and the Annual General Meeting,
- ii) arrange for the recording of minutes of committee meetings,
- iii) distribute minutes of Section meetings to the membership,
- iv) arrange the location and date of future meetings of the Section,
- v) be responsible for liaison with other CVMG sections,
- vi) submit monthly articles on Section events to the CVMG News editor, and
- vi) co-ordinate with the CVMG News Editor to ensure the notification of members of coming events.

**d) The Membership Secretary shall:**

- i) synchronize membership data with the national CVMG organization,
- ii) provide a report on Section membership at the Section AGM and as required,
- iii) arrange for the welcome of new Section members and introduce them to existing members,
- iv) encourage all members to participate in Section activities,
- v) promote membership in the Section with interested non-members, and
- vi) encourage maintenance of membership in the Section with existing members.

**e) The Treasurer shall:**

- i) conduct the banking and financial affairs of the Section,
- ii) maintain an up-to-date record of all financial transactions of the Section to be available to the Executive Committee on request,
- iii) reconcile monthly deposits made to the CVMG account,
- iv) pay accounts approved by the Executive Committee,
- v) prepare an annual statement of income and expenses for CVMG national,
- vi) have signing authority in financial matters, and
- vii) make recommendations to the Executive Committee on the financial affairs of the Section.

**f) The Event Coordinator shall:**

- i) organize club rides through volunteer ride leaders,
- ii) oversee the organization of other club events such as the Christmas party,
- iii) research and recommend events to the membership for club participation, and
- iv) keep the Executive Committee apprised of potentially conflicting events.

**g) The Past President shall:**

- i) assist the Executive Committee in an advisory capacity in matters being dealt with, and
- ii) undertake such tasks relating to Executive matters as may be assigned by the Executive.

**4. Section Meetings**

- a) A Section Annual General Meeting shall be held in November or December of each year, the purpose of which shall be to receive Executive reports, elect members to the Executive Committee, consider proposals to amend the constitution and bylaws, and consider any other matters of importance to the Section.
- b) A Special Meeting of the Section may be called by vote of the Executive to deal with any matter requiring immediate attention and deemed to be of too great significance to be dealt with by the Executive Committee.
- c) Any member of the Section shall be entitled to attend, speak, and vote at the Annual General Meeting and any other Regular Meeting of the Section as may be called.
- d) Regular section meetings are held throughout the year to deal with regular Section business.

## **5. Travel Allowances**

Allowances are not paid to Section members for travel expenses related to Section business except in exceptional circumstances and then, only with the prior approval of the President of the Section.

## **6. Management**

The Executive Committee shall appoint such special purpose committees as may be necessary from time to time to assist in the management of the Section's affairs.

There shall be the following Standing Committees:

- i) Barrie-Huron Swap Meet Committee,
- ii) Barrie-Huron Supershow Committee.

## **7. Section Finances**

- a) The financial year shall be the calendar year.
- b) Any expense over \$200 must be approved by the membership at a regular Meeting of the Section.
- c) Expenses of \$200 or under may be approved by the president and one other member of the Executive Committee.

## **8. Elections**

- a) The following officers for the Section shall be elected, for a one year term, and may be elected for a notional maximum of three one year terms in the same position at the Section's Annual General Meeting:
  - the President;
  - the Vice-President;
  - the Recording Secretary;
  - the Membership Secretary;
  - the Treasurer;
  - the Event Coordinator.
- b) The immediate past President is automatically elected to the position of Past President.
- c) Elections shall be by majority vote and nominations shall be open until immediately prior to voting.
- d) An Executive Changeover Meeting shall be held within thirty (30) days of the Annual General Meeting and, notwithstanding (b) above, Executive members elected at the Annual General Meeting shall hold office from that Changeover Meeting until the following Executive Changeover Meeting.
- e) To be elected as an Officer of the Executive, a candidate must have been a member in good standing for at least two years and be at least twenty-one years of age.
- f) Any member in good standing may be nominated for any elected Executive office. Any such nomination must be moved and seconded by any other two members in good standing.
- g) A member who meets the requirements of (f) above but who is unable to attend the Annual General meeting may be nominated and elected provided that he/she has signified, in writing, to the Recording Secretary prior to the closing of nominations, his/her willingness to accept the nomination.
- h) Candidates for section officer positions must be either a Full Member, an Associate Member, or an Honourary Member.

- i) A member elected to any executive office must remain a member in good standing during the term of office.

**9. Vacancies**

Should a vacancy occur in any elected or appointed Executive Committee position, the Executive Committee shall, at its next meeting, appoint, from known applicants or volunteers, a replacement to complete the current term of office.

**10. CVMG National AGM**

The Section will normally ask the Section Representative to attend the CVMG National AGM. If neither the Section Rep nor the alternate are available to attend, the Executive Committee may appoint an attendee. Any expected expense reimbursement exceeding \$200 must be approved in advance by the members at a monthly Section meeting.