

Nipissing Libertarian Constituency Association

By-laws

2022-03-28

Bylaw 1 – Membership

1. The *Membership Registry* shall contain the following information: Full name, Address, Phone, Email, Membership Start Date, Membership End Date.
2. An applicant for membership in the association must:
 - a) be a resident of the province of Ontario
 - b) be a voting member of the Party
 - c) substantially agree with the *Statement of Principles* of the Party
2. Membership dues are \$20 per year.
3. Membership dues shall be considered a donation.
4. Any officer may waive or reduce the membership dues of a member if paying those dues might cause the member financial hardship.
5. Membership dues may be refunded at the discretion of the *Treasurer*.

Bylaw 2 – Duties of Officers

1. The *President* is responsible for:
 - a) Ensuring that the Association is achieving its purpose as set out in Article 2 of the constitution,
 - b) Representing the Association in meetings with other groups and organizations,
 - c) Preparing the agendas for and chairing meetings,
 - d) Scheduling and sending notices of meetings,
 - e) Facilitating elections and counting votes at meetings.
2. The *Treasurer* is responsible for:
 - a) Maintaining the *Associations* financial records and bank account,
 - b) Receiving contributions and dispersing the funds in accordance with applicable laws, constitutions, bylaws and resolutions,
 - c) Providing a year end statement of account to all members of the *Association*,
 - d) Arranging and facilitating any audits that may be required by *Elections Ontario*,
 - e) Submitting the AR-1 financial return required by *Elections Ontario*.
 - f) Submitting Elections Ontario A-1 Change Notifications as required.
3. The *Secretary* is responsible for:
 - a) Maintaining a registry of *Association* members,
 - b) Collecting membership dues and sending membership termination notices,
 - c) Recording minutes and maintaining the *Minute Book*,
 - d) Maintaining current copies of the Constitution, Bylaws and Resolutions of the association,
4. A simple majority of Officers shall constitute a quorum at all meetings of the executive.

Bylaw 3 – Execution of Contracts

1. A majority vote of the officers of the *Association* is required to bind the *Association* to a contract.
2. If the contract involves the spending of funds, authorization from the *Treasurer* is required to bind the *Association to the contract*.

3. Any officer may sign contracts on behalf of the *Association* provided they have obtained authorization to bind the *Association* to the contract.

Bylaw 4 – Spending Approval

1. A majority vote of the officers of the *Association*, one of which must be the *Treasurer*, is required to authorize the spending of funds belonging to the *Association*.
2. An budget approved by a majority of the officers shall be considered sufficient authorization for the Treasurer to spend funds.

Bylaw 5 – Notices

1. Members shall get 30 days notice of an Annual General Meeting.
2. Officers shall get 24 hours notice of a regular business meeting.
3. Notices may be delivered by mail, by phone, in person, or by electronic message.

Bylaw 6 – Election of Executive Officers

1. Any member of the Association may be nominated for any officer position.
2. Any member nominated must either accept or decline the nomination.
3. Elections shall be conducted by show of hands or by secret ballot, at the discretion of the outgoing president of the Association.

Bylaw 7 – Election of Standing Candidate

1. The Standing Candidate shall be chosen by a majority of the members by a secret ballot vote.
2. Members shall have the option to vote “None of the Above” If “None of the Above” has the most votes, then there will be no standing candidate.
3. If more than two (2) members contest a position and no one receives more than 50% of the vote, then the member with the lowest number of votes will be disqualified and another election shall be held. Elections will continue to be held in this manner until a member receives more than 50% of the vote.
4. The President, or the Treasurer if the president is a nomination contestant, shall prepare the ballots and be the vote counter and recorder.

Bylaw 8 – Selection of Delegates

1. The officers of the Association may appoint a delegates to attend *meetings and conventions* of the *Party* and to represent and vote on behalf of members of the Association.
2. The reasonable travel and accommodation costs of a delegate attending a convention shall be reimbursed by the association

Bylaw 9 – Campaign Materials

1. Campaign advertising materials acquired by the Association for use in an election campaign are transferred to the certified candidate’s campaign at the start of the election period. Any unused campaign materials should be transferred back to the Association at the end of the election period.
2. Anyone producing campaign materials for the constituency association shall review those materials with the CFO for the Association, who is responsible for ensuring those materials comply with applicable laws.

Bylaw 10 – Complaints

1. Complaints made against the Association shall be made in writing and addressed to the president of the Association.
2. If the president believes the complaint has merit, they shall convene a meeting of the officers to discuss and resolve the complaint.
3. If a complaint involves other Candidates, Constituency Associations or the Party then the complaint shall be forwarded to the chair of the Ethics Committee for the Party