

BURMA-CANADIAN ASSOCIATION OF ONTARIO

CONSTITUTION

ARTICLE I

NAME

The organization shall be known as the “Burma-Canadian Association of Ontario”, here after referred to as the “Association”. It shall be incorporated as a social, cultural and non-profit organization.

ARTICLE II

SECTION 1 AIMS AND OBJECTIVES

- a) To facilitate and promote the social and cultural advancement of all immigrants from Burma and other people interested in the Association.
- b) To help new immigrants from Burma to adjust and integrate into the Canadian way of life.
- c) To co-operate with other organizations in advancing the welfare of the entire community.

SECTION 2 - ACTIVITIES

In order to achieve the above-mentioned aims and objectives, the Association shall:

- a) arrange social functions and cultural activities at different seasons and at such times as many be deemed necessary,
- b) Welcome all new immigrants from Burma, and if necessary, provide them with proper guidance and assistance for their smooth and speedy adjustment to Canadian society.

ARTICLE III

OFFICIAL LANGUAGES

The Official languages of the Association shall be English and /or Burmese.

ARTICLE IV

OFFICERS

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

- a) The President
- b) The Vice-President
- c) The Secretary
- d) The Assistant Secretary
- e) The Treasurer
- f) The Assistant Treasurer
- g) Twelve (12) Directors

ARTICLE V

MEMBERSHIP

SECTION 1 - CLASSES AND QUALIFICATIONS FOR MEMBERSHIP

a) Regular Member

i) Any immigrant from Burma, 18 years of age and over, who is willing and able to uphold the aims and objects of the Association and abide by its constitution and by-laws may be eligible as regular member

ii) Any person, 18 years of age and over, who is interested in the Association.

b) Honorary Member/Patron

Any person or organization who has made a valuable contribution to the Association as designated by the Executive Committee from time to time.

SECTION 2 - PROCEDURE FOR MEMBERSHIP

a) Application for membership shall be made upon the prescribed form provided by the Association, with the prescribed membership fee for the current year.

b) Honorary members/patrons are exempt from membership fees.

SECTION 3 - LOSS OF MEMBERSHIP

a) A person shall cease to be a member of the Association on non-payment of membership fees for two consecutive years.

b) A member can be expelled from the Association by a two-third majority of the Executive Committee for misconduct and activities against the interest of the Association.

ARTICLE VI

MANAGEMENT

SECTION 1 - EXECUTIVE COMMITTEE

a) The Executive Committee shall manage the affairs of the Association.

b) Every Executive Committee of the Association shall hold office from the first day of May to the last day of April in the succeeding year.

c) Vacancies that occur in the Executive Committee shall be filled by appointments made by the Executive Committee as and when required.

SECTION 2 - PRESIDENT

a) The President shall be responsible for the guidance of the affairs of the Association.

b) The President shall preside over general and Executive Committee meetings.

SECTION 3 - VICE-PRESIDENT

The Vice-President shall assume the responsibilities of the President in the absence of the President.

SECTION 4 - SECRETARY

- a) The secretary shall record minutes of the Executive Committee and other meetings and present them for confirmation at the next meeting.
- b) The Secretary shall maintain the correspondence of the Association in good order and conduct the business of the Association.
- c) The Secretary shall notify the members of the time and place of meetings and provide them with the agenda.

SECTION 5 - ASSISTANT SECRETARY

- a) The Assistant Secretary shall assist the secretary in the management of the affairs of the Association.
- b) In the absence of the Secretary, the Assistant Secretary shall assume the responsibilities of the Secretary.

SECTION 6 - TREASURER

- a) The Treasurer shall keep and account of the finances of the Association.
- b) The Treasurer shall be responsible for the collection of annual membership dues.
- c) The Treasurer can make an expenditure up to a certain limit set by the Executive Committee.
- d) All other expenditures can be made by the Treasurer only with the approval of the President and the Secretary.
- e) The Treasurer shall present the audited annual financial statement of the Association to the annual general meeting.

SECTION 7 - ASSISTANT TREASURER

- a) The Assistant Treasurer shall assist the Treasurer in the management of financial affairs of the Association.
- b) In the absence of the Treasurer, the Assistant Treasurer shall assume the responsibilities of the Treasurer.

SECTION 8 - AUDITOR(S)

- a) The Auditor(s) shall be appointed by the Executive Committee at its first meeting of the year.
- b) The Auditor(s) shall examine and audit the accounts of the Association.
- c) The Auditor(s) shall have the authority to call for all accounts, vouchers, minutes, books and other information necessary for a complete audit of the financial affairs of the Association, at the request of the President, the Secretary or the Treasurer.

SECTION 9 - DIRECTORS

The Directors shall participate in the management of the affairs of the Association and carry out such functions as requested by the Executive Committee.

SECTION 10 - GENERAL BODY

- a) The Members shall elect the officers of the Association and carry out such functions as requested by the Executive Committee.
- b) (i) Members present at the special meeting of the Association shall have the right to censor or pass a vote of no-confidence against any or all the officers of the Executive Committee.
(ii) In the event of a no-confidence motion against the Executive Committee as a whole being carried , the members present at that meeting shall elect an Executive Committee for the remainder of the year.

ARTICLE VII

ELECTION OF OFFICERS SECTION 1 - NOMINATION

- a) Any two members of the Association may submit in writing the name of another member consenting as nominee to any elective office before the general meeting.
- b) Nominations may also be made from the floor at the annual general meeting.

SECTION 2 - VOTING

- a) Any two members of the Association may submit in writing the name of another member consenting as nominee to any elective office before the annual general meeting.
- b) Voting may be by ballot or by hand.

AMENDMENT 01/96 ARTICLE VII SECTION 2b b) Voting may be by ballot only.

- a) A majority of the votes cast shall determine the issue with the Chairman voting only to break a tie if necessary.

SECTION 3 - NOMINEE

- a) Members of at least six months standing shall be eligible Executive Committee.

ADDENDUM 01/96 ARTICLE VII SECTION 3

- b) A member who has served for at least one year on the Executive Committee of the Association shall be eligible to be nominated as President of the Association provided there is no such member available to serve as President.

SECTION 4 - EXECUTIVE COMMITTEE MEETINGS

The Executive Committee shall hold at least six or more meetings in a year, to manage the affairs of the Association.

AMENDMENT 02/96
ARTICE VII SECTION 4 c

- c) The new Executive Committee shall include at least two members from the previous Executive Committee.

SECTION 5 - QUORUM

- a) Fifty percent of the executive Committee members shall constitute a quorum at each the Executive Committee meetings.

Thirty percent of the membership or thirty members, whichever is less, shall constitute the quorum for an annual or special general meeting.

If a quorum is not present, the meeting shall stand adjourned to such other time as the Executive Committee may decide, and if, at her adjourned meeting a quorum is not to present within fifteen minutes form the appointed time for the meeting, the members present shall be quorum.

ATRICLE VIII
FINANCES

SECTION 1 - FEE

The annual fee assessed by the Association shall be determined by the majority vote of the members present at the annual general meeting.

SECTION 2 - BANKING

- a) An account shall be opened in the name of the Association at a chartered bank.
b) The authorized signatories to operate the banking account of the Association shall be either the President or the Secretary, and the Treasurer.

SECTON 3 - FISCAL YEAR

The fiscal year of the Association shall be from the first day of March to the last day of February in the succeeding year.

SECTION 4 - AUDITING

- a) The accounts of the association shall be audited annually and a report by the auditor(s) shall be presented at the annual general meeting.
b) The accounts can also be audited at any other time at the request of the President, the Secretary or the Treasurer and the report shall be presented at the next Executive Committee meeting.

ARTICLE IX

AMENDMENTS OF ATRICLES AND BY-LAWS

- a) Proposals for amendment shall be submitted in writing to the Secretary over the signatures of not less than three members of the executive Committee or not less than fifteen members of the

Association.

- b) The Executive committee shall consider the proposed amendments and make its recommendations to the general body.
- c) Amendments shall be submitted to a vote at the next general meeting. Modifications to the amendments may be presented from the floor.
- d) A two-third affirmative vote of the members present shall be required for the adoption of any amendments to the constitution or the by-laws.
- e) All by-laws of the Association shall be presented by the Executive Committee to the general body meeting for approval.

ARTICLE X

EFFECTIVE DATE

This constitution of the Association shall become effective the 6th day of April, 1991.

Burma Canadian Association of Ontario

Guide line for proposed amendment or additions to by-laws procedures to be observed by the Executive committee.

a. Proposed addition to these by-laws, excluding Article I (NAME) and Article II (AIM AND OBJECTIVES) must be submitted in writing and read at two consecutive E.C meetings, and passed by a fifty percent plus one majority vote of the member present at the next regular EC meeting. The subject matter of such additions must be distributed to the members of the Executives Committee prior to the meeting at which the vote there is to be taken.

b. Proposed amendments to the constitution which may result in radical change must be submitted in writing to the Secretary. The Executive Committee shall than appoint a constitution review committee consists of no less than 3 Executive Committee members to conduct a survey through the membership and report back to the E.C. with recommendations. Upon received of such report the EC must call a full Executive council meeting within one month for discussion and passed by two-thirds (2/3) majority vote of the Executive Council members present at the next council meeting. The subject matter of such amendments must be advertised to the membership and distributed to council member prior to the meeting at which the vote there on is to be taken.

(Such addition or amendments shall become effective only after approval by the general memberships of the Association.)

c. In the event of request to change Article I (NAME) or Article II (AIM AND OBJECTIVE) or Both, the full executive council must call an emergency meeting within one month and pass by un-anonymous consensus must be reach including consent of member absence of such meeting before the subject matter can be presented to the General Membership.