

BYLAW NO. 1-2007

A BYLAW OF THE TOWN OF PREECEVILLE TO ESTABLISH A BOARD TO MANAGE FUNDRAISING EFFORTS SPECIFIC TO A TOWN INTEREST

NOW THEREFORE, the Council of the Town of Preeceville in the Province of Saskatchewan, in an open meeting assembled enacts as follows:

1. Name: A Board to be known as the 'Rockin @ The River Board' is hereby established.
2. Composition of the Board:
 - (a) The Board shall be comprised of a minimum of eight (8) members as follows:
One (1) member from the Preeceville Town Council
Seven (7) members from the community at large
3. Term of Appointment:
 - (a) The term of appointment shall be for two years, with one-half of the memberships term to expire in the first year and the second half of the memberships term to expire in the second year.
 - (b) The board shall submit the names of the Board members each January to the council for approval.
 - (c) If any of the said Board members absent himself/herself from three consecutive meetings, (unless absence is caused through illness or is preauthorized by a resolution of the Board, entered in the minutes), he/she shall forthwith declare his/her office vacated and notify the Board accordingly. Council shall, on recommendation from the Board appoint a replacement to fill the vacancy for the remainder of the term.
 - (d) A retiring member of the Board may be re-appointed by the Town Council.
 - (e) All Volunteers of the Board shall be considered agents of the Municipality.
4. Board Structure:
 - (a) The Officers of the Board shall consist of a Chairperson, Vice-Chairperson and a Secretary, who shall be elected from the membership of the Board at its first meeting of the year.
 - (b) The treasurer will be a paid employee of the Town with this persons duties to be limited to accounts receivable, accounts payable, bank reconciliation, bookkeeping entries and financial statement preparation. Financial Statements will be presented to the Chairman prior to each meeting as meeting attendance by the Treasurer will be minimal.
 - (c) The Board may appoint sub-committees to deal with any special phase of the matters concerned within the scope and jurisdiction of the Board herein set forth.
5. Meetings:
 - (a) The Board shall meet regularly, at a minimum once a month. The time and place of such meetings shall be determined by the Board. The date and place of such meetings may be changed by the Board from time to time or as deemed advisable. The method of notification of meetings is to be left to the discretion of the Board.
 - (b) A quorum of the Board shall consist of a majority of the Board members, in the case of composition, five members.
 - (c) Special meetings of the Board shall be called by the Chairperson or Vice-Chairperson.

5. Meetings: (Continued)
 - (d) Each member of the Board including the Chairperson shall have one(1) vote on any question, and in the event of a tie, the motion will be lost.

6. Finances:
 - (a) The Financial Year of the Board shall be the Calendar Year.
 - (b) The Board shall before March 1st of each year, prepare an 'Operations' budget, being an estimate of its proposed revenues and expenditures for the current calendar year operations, submitting same to the Town for approval.
 - (c) Signing officers for the Board shall be the Treasurer and either the Chairperson or Vice-Chairperson.
 - (d) The Board shall receive revenues from Event Tickets Sales, Event Advertising, Donations, Grants, Investments and any other activities established by the Board. The Board shall be responsible for all costs relating to the Event and to the Board, including but not limited to: advertising, entertainment contracts, land/facility rental, insurance costs, etc.
 - (e) The Town of Preeceville shall be responsible to provide a loan amount required to offset deficits that will be required to be repaid in the next year's budget.
 - (f) The Town may grant monies to the Event.
 - (g) The Board shall grant monies to the specific annual project that has been pre-approved for, by the Town.

7. Duties and Responsibilities:
 - (a) The Board shall be responsible to the Town of Preeceville and shall request approval annually to that town interest the fundraising efforts will be directed to for that year.
 - (b) Managerial policy shall be the responsibility of the Board.
 - (c) The Board shall be concerned with public safety at the event and ensure that: - fire regulations are adhered to and prompt action is taken on all matters pertaining to safety
 - (d) The Board shall establish a policy relating to discipline at the event.
 - (e) The Board shall promote the Event throughout the year.

8. Effective Date of Bylaw:

This bylaw will come into effect on January 1, 2007.

Garth Harris
Mayor

Kathy Ritchie
Administrator