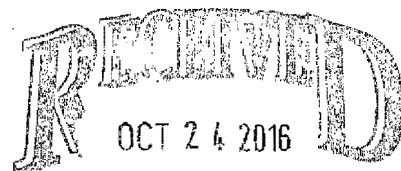


Elmsdale Branch By-Laws September 2016



Nova Scotia Nunavut Command
The Royal Canadian Legion

Title

The title of this organization shall be "Elmsdale (Nova Scotia) No. 48 Branch, The Royal Canadian Legion". Hereinafter referred to as the Branch.

Certificate

The Dominion Command, Canadian Legion of the British Empire Service League, Ottawa, Ontario, granted a Charter (Certificate) to Elmsdale (Nova Scotia No. 48) Branch, Canadian Legion of the British Empire Service League, Elmsdale N. S. under the date of 31st March 1934.

Organization

Date of Organization was 9th February 1934.

Article 1

The Purposes and Objects of this Branch shall be defined in the General By – Laws of The Royal Canadian Legion.

The purpose of these By-Laws is to clarify and enhance the By-Laws and Policies of the Royal Canadian Legion as amended from time to time.

Article 2 – Membership

Membership shall be granted to applicants in accordance with the provisions of the Constitution and By-Laws of The Royal Canadian Legion and Nova Scotia/Nunavut Command By-Laws.

Article 3 - Branch Officers and Executive Committee.

The Branch Officers shall consist of the President, 1st and 2nd Vice President, Secretary, Treasurer, Service Officer, Sergeant at Arms and Immediate Past President.

The Executive Committee shall consist of Branch Officers and Membership Chairman, Branch Chaplain and 3 members a Executive at Large.

An Executive Committee member absent, without cause acceptable to the Committee, for 3 consecutive meetings shall, upon resolution by the Committee, cease to hold office.

RCA *99*

RECEIVED
OCT 26 2016

Any vacancy, if occurring within 3 months of election, shall be filled by election at the following General meeting. Otherwise, the vacancy shall be filled by Presidential appointment as ratified by the Executive Committee.

Nova Scotia Nunavut Command
The Royal Canadian Legion

Article 4 - Duties of Executive Members.

The Executive Committee shall have all powers of the Branch to conduct the affairs of the Branch between General Meetings except the power to rescind or alter the By-Laws thereof.

The Committee shall have the power to approve a single expenditure of up to \$1000.00 to conduct the various affairs of the Branch and may exceed that amount only in emergency situations that adversely affect the operation of the Branch. In any case, the Committee shall ensure that no member of the Branch expend any grant of expense without tendering an itemized statement.

In addition to the specifics of these By-Laws the duties of the Branch Executive Members shall be in accordance with the Dominion Command Branch Leadership manual and Branch Policy Manual as updated from time to time.

Article 5 - Committees.

There shall be a Finance Committee consisting of the President, 1st Vice President, Treasurer and one other Branch Member as appointed by the President and ratified by the Executive Committee.

It shall be the duty of this Committee to oversee all financial aspects of the Branch and to recommend any changes in the financial structure of the Branch including, but not limited to, staffing, operational and capital expenditures.

All Committee recommendations shall be presented to the Executive Committee for approval in principal who will present their recommendation's to the General membership for resolution.

The Service Officer shall Chair a Poppy Trust Fund committee and is responsible for management of the annual Poppy campaign. Additionally has responsibility for accounting, disbursing and reporting the status of the Poppy Trust Fund.

Other Committees, that may be deemed necessary from time to time, shall be appointed by the President, subject to ratification of the Executive Committee in accordance with Branch Policies.

All Committees shall have a member of the Executive as Chairman.

Committees shall, upon proper accounting, have discretion to disperse \$500.00 in pursuit of their function.

Reports of all Committees shall be presented to the General Membership.

Article 6 - Meetings

General Membership meetings shall be held on the second Monday of each month commencing at 1930 hrs on the Branch premise or at such time or place as may be determined at the prior General Meeting. The meeting quorum shall be 6% (rounded) of the Branch membership in good standing.

Executive Committee meetings shall be convened once a month at a time and place as agreed by the Committee. The meeting quorum shall be 60% (rounded) of the Committee membership.

A Special Meeting called by the membership shall be posted a minimum of 7 days prior meeting date, stating the purpose of the meeting and containing signatures of 5% of the Branch membership in good standing at the time of such request.

RLA [Signature]

OCT 24 2016

Nova Scotia Nunavut Command
The Royal Canadian Legion

A Special Executive Committee meeting, at the request of Executive Committee members, shall be posted a minimum of 7 days prior to the meeting date stating the purpose and containing signatures of not less than 3 Committee members.

Notwithstanding, the President may call a Special Meeting of any membership group with 7 days notice and statement of purpose upon such group.

A 'special' notice of motion to be dealt with at any meeting shall have been introduced at a prior meeting.

Article 7 - Elections

Branch Officers and Executive Committee, excepting the Immediate Past President, positions shall be elected, for a term of 1 year, at the February General Meeting.

The office of President and 1st Vice President shall be elected by majority of votes cast. All other positions shall be elected by plurality (highest number) of votes cast.

Officers and Committee members elected shall be immediately installed and assume their respective duties.

Article 8 - Nominations for Election

A nomination committee struck for the purpose, by a member from the floor, by written notice to the Secretary or any combination thereof, may present nominations to the membership.

To accept a nomination a member must be in good standing, be present or have written notice of intention to the Secretary in advance of nomination.

To be nominated for President or 1st Vice President a nominee must have served at least 1 year on the Branch Executive Committee during any of the previous 3 years and have attended at least 50% of all meetings related to tenure.

All other Branch Officer nominees must have been a Branch member for at least 1 year and have attended at least 40% of General meetings of the past year.

Article 9 - Voting

All members of the Branch in good standing and who are present at the call to vote may cast a vote.

Election voting shall be by secret ballot.

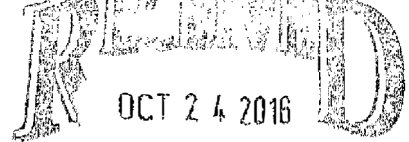
The body convened shall determine the method of voting on all other matters.

Article 10 - Accounting and Dues

The fiscal year of the Branch shall be the calendar year.

All funds handled by the Branch, from whatever source, shall be handled in accordance with the General By-Laws.

RAK



Changes of annual membership dues to the Branch shall be submitted by the Executive Committee, from time to time, to the General Membership for approval.

Article 11 - By-Laws

By-Laws of the Branch, and amendments thereof, shall become effective on the approval of Nova Scotia/Nunavut Command.

Amendments to these By-Laws, upon 'special' motion shall be approved by a vote of 60% of the membership present.

These By-Laws were passed 23 August 2016 by Branch Special Meeting and approved by Nova Scotia/Nunavut Command
09 September 2016



NOVA SCOTIA/NUNAVUT COMMAND THE ROYAL CANADIAN LEGION

BY-LAWS COMMITTEE

This is to certify that the By-Laws of Nova Scotia/Nunavut Command Branch:

Branch Name: Elmsdale Branch 048

of the Royal Canadian Legion have been reviewed by the Nova Scotia/Nunavut Command By-Laws Committee, and that the Committee has approved the enclosed By-Laws and/or amendments thereof.

Melvin Crowe, Chairman

Jay Tofflemire, Member

Karen Lynch, Member

Final approval date September 9, 2016 for amended By-Laws with the inclusion of any and all changes as directed by the Command By-Laws Committee.

PLEASE NOTE:

To ensure that Command files are kept up-to-date, and in accordance to **General By-Laws, Article VI, item 605, and NS/NU Command By-Laws, Article X, item 1004 (A & B)**, Branches are required to send a copy of their up-to-date Branch By-Laws (including the attached approved amendments) ASAP. Failure to do so could result in Branch By-Laws not being reviewed at future meetings until above is received.

Filed at cmd 24 Oct 2016

Legion