

Club 24 By-Laws

REFERENCES:

- A. Memorandum of association of Club 24, dated 24th April 1951
- B. Articles of association of Club 24 dated 28th April 1951
- C. Statutory declaration under section 26 {2. of the Nova Scotia Companies Act dated 23 April 1951
- D. Certified copy of the order in council dated April 21 of 1951.

ARTICLE 201—PURPOSE

Section 1. To provide the detailed governing rules for efficient operation and disciplinary control of Club 24.

Section 2. The institution and any subsequent amendments of these by-laws shall be carried out in accordance with articles of association Reference B Article 38.

ARTICLE 202—EXECUTIVE COMMITTEE

Section 1. The executive committee shall consist of the following:

1. The president
2. The vice-president
3. The treasurer
4. The secretary
5. The immediate past president

Section 2. The executive committee shall carry out the necessary day to day business of Club 24 in between the monthly general meetings.

Section 3. The executive committee shall be comprised of no less than 75% of members recovering from alcohol addiction.

Section 4. The executive committee shall be responsible to list any job descriptions required.

DUTIES OF THE EXECUTIVE COMMITTEE

ARTICLE 203—THE PRESIDENT

Section 1. The President shall be responsible for the overall administration and management of the club including the discipline and conduct of its members and guests.

Section 2. The President shall be responsible for the calling of General, Executive Committee and /or emergency meetings and presiding over scheduled meetings.

Section 3. The President shall not be entitled to vote at above-mentioned meetings except to break a tie vote.

ARTICLE 204—THE VICE-PRESIDENT

Section 1. The Vice-President will be responsible to assume the duties of the president in the Presidents absence.

Section 2. The Vice-President will be responsible to assist the President in the performance of his duties.

Section 3. The Vice-President will be entitled to vote at any meeting except when assuming the role of President, at which time, he may only vote in the event of a tie vote.

ARTICLE 205—THE TREASURER

Section 1. The Treasurer will be responsible for the financial running of the club, assuring that all invoices are paid when due.

Section 2. The Treasurer will be responsible for presenting a financial statement at all general meetings.

ARTICLE 206 - THE SECRETARY

Section 1. The Secretary will be responsible to prepare the agenda for any general club or executive committee meetings.

Section 2. The Secretary will be responsible to record the minutes for any meeting being held by the club or executive committee.

Section 3. The Secretary will be responsible for any club or executive committee correspondences.

ARTICLE 207— SUB-COMMITTEES

ENTERTAINMENT COMMITTEE

Section 1. The Chairperson of the entertainment committee will be responsible to organize and co-ordinate all club social functions, in co-operation with the chairperson of the remises committee.

Section 2. The Chairperson of the entertainment committee will be responsible to present a report at all general monthly meetings.

MEMBERSHIP COMMITTEE

Section 1. The Chairperson of the membership committee will be responsible for enforcing article 209 of the club by-laws.

Section 2. The Chairperson of the membership committee will be responsible for the collection of club dues.

Section 3. The Chairperson of the membership committee shall ensure that a list of personnel, authorized to collect dues in his absence, be posted on the club notice boards.

Section 4. The Chairperson of the membership committee shall send a form letter of notice to any member whose dues are in arrears of sixty60days.

Section 5. The Chairperson of the membership committee shall report the status of membership at the monthly general meeting.

PREMISIS COMMITTEE

Section 1. The Chairperson of the Premises committee shall be responsible for rental and facility bookings.

Section 2. The Chairperson of the Premises Committee shall liaise with the rent-ing group the opening and securing of the club rooms for unrelated club functions.

Section 3. The Chairperson of the Premises Committee shall be responsible to liaise with any group renting a club room or rooms for meetings, what they are renting, and that the renting group is responsible to ensure that the premises are clean, tables and chairs stacked and the building is secure after the meeting.

Section 4. The Chairperson of the Premises Committee shall be responsible to present a report at all monthly meetings.

PROVISIONS COMMITTEE

Section 1. The Chairperson of the provisions committee shall be responsible for the acquisition of all supplies required for normal daily usage.

Section 2. The Chairperson of the Provisions Committee shall report to the treasurer the status of provisions and expenditures.

MAINTENANCE COMMITTEE

Section 1. The Chairperson of the Maintenance Committee shall report to the chairperson of the Premises Committee any renting group that does not follow the maintenance requirements before during and after the meetings.

Section 2. The Maintenance Committee shall oversee the cleaners.

Section 3. The Chairperson of the Maintenance Committee shall be responsible to present a report at all monthly meetings.

AUDIT COMMITTEE

Section 1. An Audit Committee non-executive of three members will be appointed once a year to audit the financial records of Club 24.

Section 2. The Audit committee shall report its findings to the next following general monthly meeting.

ARTICLE 208—MEMBERSHIP

Membership in Club 24 is open to any person who is a member of ALCOHOLICS ANONYMOUS, AL-ANON, AL-ATEEN, NARCOTICS ANONYMOUS, OR THEIR SPOUSES/FRIENDS, as an active member, an associate member, or a life member and agree as follows:

ACTIVE MEMBERS

Section 1. Make a formal application to become a member applicable to all and
Section 2. Has at present maintained a minimum of ninety 90 days of abstinence within any of the A. A. groups as active members

or

Section 3. Has at present maintained a minimum of ninety 90 days of abstinence within any of the N. A. groups as active members

and

Section 4. Is sponsored by an active Club 24 member in good standing applicable to all

and

Section 5. Has accompanied the sponsors at the time of application applicable to all

and

Section 6. Has been approved by a majority vote of the members at a monthly general meeting applicant to be absent during voting.

ASSOCIATE MEMBER

Section 1. Make a formal application to become a member applicable to all

and

Section 2. Is sponsored by a member in good standing applicable to all

and

Section 3. Has accompanied their sponsors at the time of application applicable to all

and

Section 4. Has been approved by a majority vote of the members at a monthly general meeting applicant to be absent during voting

HONORARY MEMBER

A community dignitary who has assisted Club 24 in a positive manner. A club member in good standing shall make the aforementioned application in writing and this must be passed by 75% majority vote.

LIFE MEMBER

A person who has preformed an outstanding service to Club 24 over a period of years can receive this title upon application in writing by a member in good standing and a 75% majority vote. Club dues shall be waived.

ARTICLE 209—MEMBERSHIP DUES

Section 1. Club dues will be reviewed at the September monthly meeting and will be set for January the following year.

Section 2. Club dues are payable on the first day of every month, to Club 24 through the membership chairperson.

Section 3. Club dues are requested to be paid on a minimal quarterly basis and may be paid bi-annually or annually unless through prior agreement.

Section 4. Club dues in arrears of sixty 60 days will automatically revoke a members voting privileges.

Section 5. Club dues in arrears of ninety 90 days other than on an approved leave of absence will automatically result in termination of membership and the return of keys to the club.

Section 6. Anyone whose membership was terminated will not be able to participate in any Club 24 functions while membership is terminated.

ARTICLE 210—GENERAL REGULATIONS

Section 1. All club members will respect any rental agreements made by any group.

Section 2. The front main entrance room is designated a club social room that may not be rented out for meetings. It is the responsibility of club members that during meetings in the adjoining large meeting room, noise be kept to a minimum.

Section 3. While club social functions are being held upstairs i.e.) card socials, the lower meeting room may be rented out with the understanding that anonymity is required.

Section 4. All members are responsible for cleaning up after their activities prior to leaving the club premises.

Section 5. All complaints are to be submitted to a member of the executive committee, signed by the complainants, to be tabled at the next monthly meeting. If the executive committee cannot address the complainant, the complainant must present complaints, which are heard at the general monthly meeting.

Section 6.

A. The issuing of keys is a privilege and will be regulated by a vote of the executive committee.

B. All members are required to return keys to the premises chairperson when no longer required.

Section 7.

A. Club rooms will be rented out only for functions related to ALCOHOLICS ANONYMOUS, AL-ANON, AL-ATEEN OR NARCOTICS ANOMYOUS groups.

B. Members may hire the facilities for private functions, but strict adherence to an alcohol

and drug/free facility building must be met at all times. Non-adherence will result in immediate and permanent dismissal of membership and under no circumstances will be permission be granted to enter the club.

Section 8.

A. A quorum of at least six (6) members in good standing plus two (2) executive committee members is required to vote on any decisions related to Club 24 during a monthly general meeting

B. In the event a quorum is not met—depending on the urgency of the decision—it will be presented to an executive vote or reintroduced at the next monthly general meeting.

Section 9. Any member who has been terminated or suspended may not attend monthly general meetings.

Section 10. A member who has been terminated or suspended may use the club facilities with the approval of the president and only when accompanied by an active member.

Section 11. The Membership of Club 24 must consist of a minimum of 75% active members active recovering people and no more than 25% of associate members non step-recovery people.

Section 12. A. The executive committee can authorize operating expenditures.

B. The executive committee can authorize emergency expenditures.

C. All capital expenditures must be called at a general meeting.

Section 13. Regarding elections for office:

A. General elections for office are to be held at the General Monthly Meeting on the third Sunday of April.

B. Nominations from the floor are in order at this Annual Elections General Meeting.

C. Those accepting nominations must be present at the Annual Elections General Meeting.

D. Nominees for office must be members of good standing.