

“Educating Early...Education for Life”

NWT Montessori Society

BY-Laws



NORTHWEST TERRITORIES
Montessori Society

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NWT Montessori Society
By-laws Summary
with registered amendments

ARTICLE ONE - NAME

1. The name of the Society shall be the N.W.T. Montessori Society called “the Society” in these by-laws.
2. The Society shall name its first Centre the Yellowknife Montessori School, called “the Centre” in these by-laws.

ARTICLE TWO- TERMS OF ADMISSION

1. All persons of the community supporting the Society’s objectives shall be eligible for admission to membership in the Society on payment of the membership dues.

ARTICLE THREE - RIGHTS OF MEMBERS

1. All members of the Society shall have the right to take part in all the Society’s activities and use all the facilities established by the Society for the promotion of its purpose, subject to such regulations as the Directors may from time to time prescribe for specific activities.
2. All members of the Society shall have the right to enrol any child that meets the eligibility requirements, subject to the payment for this service and regulations of the Society are adhered to.

ARTICLE FOUR – OBLIGATIONS OF MEMBERS

1. Members shall pay the membership fees as outlined in the schedule of Fees and Terms of the Payment that shall be approved at the Annual General Meeting on an annual basis.

ARTICLE FIVE – WITHDRAWAL AND EXPULSION OF MEMBERS

1. Any member may withdraw from membership in the Society by notice in writing to the Chairman or by non-payment of annual dues.
2. All members are responsible for taking part in the Society’s activities, serving on committees and attending meetings.

ARTICLE SIX – MEETINGS

1. The annual meeting of the Society will be held in October of each year.
2. Special meetings of the Society shall be held at the call of the Chairman or if absent, at the call of the Vice-Chairman.

3. Notice of Annual General Meetings and Special meetings will be given in writing at least seven days prior to date set for meeting. Notices of meetings will be posted at the Centre.
4. A quorum for all Annual General Meetings and Special Meetings shall consist of not less than fifteen family units then in good standing.
5. Each family unit shall have one vote at the Annual General Meeting and Special Meetings.

ARTICLE SEVEN – DIRECTORS

1. At the Annual General Meeting there shall not be less than five and no more than nine Directors elected from among the members of the Society.
2. The election of Directors shall take place at the Annual General Meeting.
3. The Chairman shall be elected at the Annual General Meeting and shall hold a two year term.
4. The Directors from their own number shall at their first meeting after the Annual General Meeting or annual election, select a Vice-Chairman, Secretary and Treasurer, all of which shall hold a two year term. Other Directors shall hold office until the next Annual General Meeting when their successors will be similarly elected.
5. The majority of Directors shall have the power to appoint any member of the Society to fill a vacancy in their numbers. The Director so appointed shall retire from office on completion of the unexpired portion of the term of the Director he or she replaces.
6. The Directors shall be responsible for conducting the affairs of the Society in accordance with the objectives set out in the Application for Incorporation and in accordance with the By-laws.
7. Four Directors will constitute a quorum at any Director's meetings.
8. Any Director may be expelled for failing or refusing to carry out his duties as a Director as provided by the procedure manual of the Society.
9. No remuneration shall be paid to any Director or other officer in respect to his or her holding office.

ARTICLE EIGHT – BORROWING POWER

1. The Society shall have the power to borrow money with the approval of the members at a special general meeting.

ARTICLE NINE – DISPOSAL OF FUNDS

1. All monies received by or on behalf of the Society shall be deposited in the Society's Account in trust for the Society
2. All disbursements from the trust bank account shall be made by cheque signed by the President and Treasurer or in any of their absences, by the Vice President and/or the Administrator.

ARTICLE TEN – AUDITER

1. The accounts will not be audited but an annual financial statement containing:
 - a) the assets and liabilities of the Society in the form of a balance sheet
 - b) the receipts and disbursements of the Society since the date of incorporation or the date of previous financial statement

And signed by two (2) Directors and shall be presented at each Annual General Meeting for the inspection of the members.

ARTICLE ELEVEN – SEAL AND SIGNING AUTHORITY

1. The Seal of the Society shall consist of the word "Seal" in a circle formed by the words N.W.T. Montessori Society.
2. The Seal shall be kept at the Centre in a secure place and shall not be affixed to any instrument or document except by authority of a resolution of the Directors and in the presence of at least two Directors.
3. A Director of the Society and the Administrator shall have the authority to sign instruments or documents on behalf of the Society.

ARTICLE TWELVE – MAKING, ALTERING, AND RESCINDING, BY-LAWS

1. By-laws of the Society may be rescinded, altered or added to at the Annual General Meeting or by extraordinary resolution of the Society at an general meeting and not otherwise, but no rescission, alteration or additions shall have any effect until it has be registered by the Registrar of Societies.
2. Notice of intention to propose the rescission, alteration or addition of any by-law shall be given in the notice of meeting published pursuant to by-law 6(3)

ARTICLE THIRTEEN – MINUTES OF MEETINGS, BOOKS AND RECORDS

1. The Secretary shall be responsible for keeping minutes of all Annual, General, Special, or Director Meetings and all minutes shall be signed by Chairman and the Secretary after approved thereof by the meeting.

2. The Treasurer of the Society shall be responsible for keeping proper books of accounts for the Society.
3. All books and records of the Society shall be open to the Inspection of members at each general and annual meeting.

ARTICLE FOURTEEN – FISCAL YEAR

1. The Fiscal Year of the Society shall end on the last working day of July of each year.

ARTICLE FIFTEEN – GENERAL

1. Roberts Rules of Order shall be followed at all General Meetings except where they conflict with these By-laws, when the By-laws shall prevail.
2. Pursuant to the Society's Ordinance, no member of the Society is liable in his or her individual capacity of any debt or liability of the Society.