



BY-LAW NO. THREE
A BY-LAW relating to the particularities of COMMITTEES of the
AURORA SENIORS ASSOCIATION

Incorporating amendments approved at the June 12, 2019 Annual General Meeting –Min.# AGM19-06

3.01.00 GENERAL

3.01.01 All committees shall be deemed as Standing or Ad-hoc Committees

3.01.02 All Committees, Standing or Ad-Hoc, shall consist of a Chair and at least two other members

3.01.03 All committees are responsible directly to the Board of Directors, and shall submit reports to the Secretary as required on a timely basis.

3.01.04 By-Law No.1 and rules of the Association apply "mutatis mutandis" (changing [only] those things which need to be changed) to any and all committee operations. In the event a vote is requested on any motion, and only in that event, a committee member may file a minority report with the BOD representative on the committee.

3.01.05 No Committee or individual shall have the power to act for or on behalf of the Association or otherwise commit or bind the Association to any course of action. Committees shall only have the power to make recommendations to the Board unless otherwise directed by the Board.

3.01.06 A simple majority of the duly appointed members of a committee must be present at a scheduled committee meeting to establish a quorum. If insufficient members are present, the meeting may continue at the discretion of the Chair; however, no vote by committee members may be taken on recommendations made on behalf of the committee.

3.01.07 The Board of Directors may establish committees at its discretion to support the effective administration and/or operations of the Aurora Seniors Association

3.01.08 Individual Activity Committees may be formed as appropriate to support the ASA activities. Unless specially referenced elsewhere in these By-Laws, Activity

Committees will come under the umbrella of the Operations and Activities Standing Committee.

3.01.09 An Ad-Hoc Committee shall be a committee appointed for a specific task or timeline.

3.01.10 **Ad Hoc Committee Chairs shall report directly to the Board of Directors.**

3.01.11 **There shall be an Ad Hoc ELECTION COMMITTEE and an Ad Hoc CONDUCT REVIEW COMMITTEE**

3.02.00 **STANDING COMMITTEES**

3.02.01 The Standing Committees of the Association shall be as follows: (ref: 3.02.04)

- (i) **BY-LAW REVIEW COMMITTEE**
- (ii) **COMMUNITY DEVELOPMENT COMMITTEE – (renamed from former Sponsorship Committee) - Min. #AGM17-06 – June 7, 2017**
- (iii) **EXECUTIVE COMMITTEE**
- (iv) **FINANCE COMMITTEE**
- (v) **MEMBERSHIP AND VOLUNTEERS COMMITTEE**
- (vi) **OPERATIONS AND ACTIVITIES COMMITTEE**
- (vii) **SENIORS AFFAIRS & GRANTS COMMITTEE**
- (viii) **SOCIAL COMMITTEE**
- (ix) **SPECIAL EVENTS COMMITTEE**

- 3.02.02**
- a) No member may Chair more than one Standing Committee at any one time.
 - b) Standing Committee Chairs may serve as a committee member on more than one committee.
 - c) Only one person living within the same household may serve simultaneously as the Chair of any Standing Committee.

3.02.03 The Board of Directors will appoint ONE (1) Director to each Standing Committee as Liaison for the Board. **Min. #AGM18-06 – June 13/18**

The Board Liaison shall be a voting member of the Standing Committee to which they are appointed.

- 3.02.04 Standing Committee Chairs shall be confirmed annually by the Board of Directors
- 3.02.05 As Elected Officers of the Board of Directors, the President shall be the chair of the Executive Committee and the Treasurer shall be the chair of the Finance Committee.
- 3.02.06 The Chair of a Standing Committee shall present a written summary of their activities for the AGM meeting
- 3.02.07 Standing Committee can be established or dissolved by resolution of the Board of Directors in accordance with By-Law amendment provisions detailed in By-Law No. 1, Section 1.27.00.
- 3.02.08 The Board of Directors will, on an annual basis, publish a document outlining the basic RESPONSIBILITIES and a list of voting Committee Members for all Standing Committees.

- 3.03.00 **EX-OFFICIO COMMITTEE MEMBERS**
- 3.03.01 The President is a member of any and all Association Committee(s) ex officio.
- 3.03.02 The Adult Programs Co-ordinator or delegate may attend any meeting of the Association committees.

- 3.04.00 **ASSOCIATION ASSETS – Refer to By-Law No. 1, Section 1.26.00.**

WITNESS THE SEAL OF AURORA SENIOR ASSOCIATION

UNANIMOUSLY SANCTIONED AND CONFIRMED by all the Registered Members at an Annual General Meeting of the membership duly constituted after proper notice this 12th day of June, 2019.

“|Dave LeGallais”
PRESIDENT -2019-2020 Brd.Term

“John Scherrer”
SECRETARY- 2019-2020 Brd.Term