

Constitution

of the

Thunder Bay Finnish Canadian Historical Society (*Thunder Bayn Kanadansuomalainen Historiaseura*)

I NAME AND LOCATION

1. The name of this organization shall be called the Thunder Bay Finnish Canadian Historical Society (Thunder Bayn Kanadansuomalainen Historiaseura) and shall be referred to herein as the "Society."
2. The Society shall be located in Thunder Bay, Ontario, Canada.

II THE SOCIETY'S MISSION

1. Slogan/Motto

To preserve Finnish Canadian Heritage in Northwestern Ontario

2. Mission Statement

The Thunder Bay Finnish Canadian Historical Society, founded in 1974 as a not-for-profit, member-supported organization, is dedicated to the preservation and interpretation of the history of Finnish Canadians. In fulfilling this goal, the Society will:

- Collect, preserve, and share Finnish Canadian historical material with accuracy and integrity.
- Creatively present historical material that the Society has gathered to engage subsequent generations of learners.
- Make its resources accessible to the general public.
- Support projects, create exhibits, hold meetings, and run special events for the education and enjoyment of its members and the general public.

III MEMBERSHIP

Membership in the Society shall be open to any person interested in the aims and objectives of the Society upon payment of the annual fees or upon payment of a lifetime membership fee.

- a) Active Membership: Active members shall be those who pay the individual annual membership fee due at the beginning of a calendar year in the amount which is determined from time to time by a general membership meeting and those who have paid the life membership fee.
- b) Life Members shall be those who pay a life membership fee of not less than twenty times the annual membership fee at the time of payment.
- c) Honorary Membership may be conferred by the Society by the majority vote of the membership on persons who have made a significant contribution to the enhancement of the Society's objectives as set out in the Mission Statement.
- d) Founding Members: The Society shall acknowledge as founding members those persons whose names are to be found in the Minutes of the Founding Meeting of the Society, held Friday, September, 27, 1974; but such members shall have no special privileges.

IV GOVERNANCE AND ORGANIZATION

1. Voting

Each member who has paid his/her fees for the current or preceding year shall be considered in good standing and shall have the right to vote at all general meetings of the Society.

2. Membership Meetings

The Executive may call a membership meeting whenever necessary or by petition of one quarter of the active membership.

3. Annual Meeting

At least one membership meeting each year shall be designated as the Annual General Meeting (AGM) and notice thereof shall be in writing to all members in good standing at least two weeks prior to the meeting.

4. Executive

- a) Only those members who have the right to vote may be elected to and may accept a position on the Executive.

b) Officers shall be elected at each annual meeting for a one-year term as follows:

President, Vice-President, Secretary, Treasurer, Four members at large who shall constitute the Executive, including the immediate past president. Vacancies on the Executive occurring during the year may be filled by the Executive.

c) Duties of the Executive

- i. President: The President is the chief executive officer of the Society and shall preside at all meetings. The President shall report on the activities of the society at the Annual General Meeting. The President is an ex-officio member of all committees.
- ii. Vice President: The Vice President shall assume the duties of the President in the absence, incapacity or resignation of the President.
- iii. Secretary: The Secretary shall be responsible for all the correspondence of the Society and shall keep the minutes of the Society's meetings. The Secretary shall also maintain an updated membership list, and when requested, advise members of any meetings. The Secretary shall provide an annual report of the Society's membership status. The dues so collected shall be turned over to the Treasurer.
- iv. Treasurer: The Treasurer shall be responsible for the safe keeping of the Society's funds and for maintaining adequate financial records. The Treasurer shall deposit all monies received with a reliable banking institution in the name of the Thunder Bay Finnish Canadian Historical Society. Society monies shall be paid out by numbered cheques signed by the Treasurer and the President. The Treasurer shall obtain executive approval for all disbursements in excess of two hundred dollars (\$200) and shall render an annual report as soon as possible after the conclusion of the fiscal year. The Treasurer shall collect membership dues and issue membership cards. The Treasurer shall provide the current membership names to the Secretary. The Treasurer's annual report shall be distributed to the membership at the Annual General Meeting.
- v. Members at Large: Some of the duties of the Members at Large may be specified from time to time by the Executive.
- vi. Executive Meetings: The Executive shall meet at least quarterly. Quorum at Executive meetings shall be four Executive members of whom at least two shall be table officers.
- vii. One executive position shall be designated to act as a representative of the Society at the facilities or organizations that house the Society's archives and collections.

5. Committees

Special Committees may be formed by the Executive or any membership meeting.

6. Fiscal year

The fiscal year of the Society shall end on December 31 of each year.

7. Audit Committee

An Audit Committee shall be appointed by the Executive, where possible, prior to the Annual General Meeting. Such committee shall include at least one member who is not on the Executive.

8. Amendments to the Constitution

- a) This constitution shall become effective when it has been approved by two-thirds majority at a membership meeting.
- b) This constitution may be amended by a two-thirds vote of the Annual General Meeting or by a two-thirds vote of a membership meeting called for such purpose by a written notice to members from the Executive at least two weeks prior to such meeting.

9. Membership Fees

Changes to membership fees may be made at a membership meeting following the same procedures as above in 8. Amendments to the Constitution.

10. Dissolution of the Society

- a) The Society shall be deemed dissolved by a two-thirds majority vote of the membership.
- b) If the Society has not elected an Executive for three consecutive years, the Society shall be deemed dissolved.
- c) Upon dissolution, the Society funds shall be given to the custodian of the Society's archive and is to be used toward the upkeep and enhancement of the archive.