

CONSTITUTION

ARTICLE 1 – NAME

- 1.01 The name of the organization shall be the Association for Community Living – Beausejour Branch, Inc.
- 1.02 The term “Association” shall mean the Association for Community Living – Beausejour Branch, Inc.
- 1.03 The Board of Directors shall mean the Board of Directors of the Association.

ARTICLE 2 – OBJECTIVES

2.01 Mission Statement

ACL-BB is a non-profit community based organization which provides person-centered opportunities for adults living with intellectual disabilities to lead the life they choose with dignity and respect.

2.02 Vision Statement

Adults living with intellectual disabilities are supported to lead meaningful and independent lives as contributing, valued members of their community.

2.03 Value Statements

The following values speak to the core beliefs of ACL-BB. They provide a collective understanding of the culture of our organization and therefore guide our decisions, communications, and behaviours.

- Accountability - We are a transparent organization that is loyal to our clients, and fiscally responsible to our funders and partners;
- Teamwork - Every individual is dedicated to contributing and working together to achieve the mission and goals of the association;
- Communication - Effective communication within our organization is constructive, open, and timely;
- Positive Attitude - Our positive attitudes create a welcoming environment, and project a reputable image of the organization;
- Respect - We are accepting of the qualities, traits, ideas and perspectives of all individuals;
- Integrity - We earn and build trust by displaying honesty and reliability within the organization and community;
- Empathy - We care and seek to identify with the lives, goals, and needs of individuals within our association.

ARTICLE 3 – ROLE OF THE ASSOCIATION

3.01 As the Association for Community Living – Beausejour Branch, Inc. pursues its values and beliefs, we will promote:

- Families being strengthened and supported hence they are able to provide encouragement and love to family members.
- Personal growth opportunities which include self-care, physical development, emotional growth, socialization, communication, recreation, meaningful career options whether volunteer or gainful employment, and continuing education.
- Adults having access to respectable and appropriate residential options which they can call their own.
- Creative retirement, where persons can enjoy the lifestyle and activities of their own choosing.

3.02 In order to pursue these values, the Association for Community Living – Beausejour Branch, Inc. will work cooperatively and collaboratively with individuals, families, associations, and other organizations with common interests and appropriate government departments.

- To advocate on behalf of, and support the self-advocacy of, individuals and families for their rights as citizens.
- To empower people to make choices about their lifestyles and support them to the degree required to achieve those lifestyles.
- To promote the development of each person to their full potential.
- To develop services where needed.
- To foster awareness and understanding and provide educational opportunities for employees of the Association.
- To solicit and receive funds for the accomplishment of the Mission of the Association.

ARTICLE 4 – MEMBERSHIP

4.01 The Association for Community Living – Beausejour Branch, Inc., at the discretion of the Board shall maintain an annual membership with the Association for Community Living – Manitoba.

4.02 Local/Individual Membership:

Persons living with an intellectual disability, parents, guardians, care givers or others, who bring with them a personal connection to the Mission of the Association, shall be eligible for membership upon payment of an annual membership fee as determined by the Board of Directors. Membership provides the privilege of voting in regards to matters brought up at the annual general meeting.

4.03 Honorary Membership:

Any member who has contributed long or meritorious service and/or made an outstanding contribution to the Association may, upon resolution of the Board of Directors, be appointed as an "Honorary Member". Such persons shall have no duties, pay no fees, and have no voting privileges extended.

4.04 Corporate Membership:

Any corporation or business donating to the Association during a fiscal year may, upon resolution of the Board of Directors, be declared an "Honorary Corporate Members" for that year. Such corporations or businesses shall have no duties, pay no fees and have no voting privileges.

ARTICLE 5 – BOARD OF DIRECTORS

5.01 Any Individual Member shall be eligible for election to the Board of Directors.

5.02 Nominations may come from the floor at the Annual General Meeting provided the nominee is present or given consent in writing.

5.03 A financially contributing Municipality may submit a Council Member or designate to be nominated for election to the Board of Directors of ACL-EB.

5.04 The affairs of the Association shall be governed by elected Board of Directors of a minimum of seven (7) and a maximum of ten (10).

5.05 Terms for the Board of Directors shall be three (3) years. Retiring Directors shall be eligible for re-election.

5.06 The Board of Directors shall appoint their own Executive Officers at the first meeting following the Annual General Meeting.

5.07 Members of the Board of Directors shall serve without remuneration. Directors shall be entitled to reimbursement for out of pocket expenses incurred while attending meetings and/or acting on behalf of the Association as requested or designated by the Board of Directors.

5.08 Any Director may be removed at any time by resolution of an Annual or Special General Meeting of the Association, passed by at least three-fourth (3/4) of the votes of the meeting. Directors missing three (3) consecutive meetings of the Board may be removed and replaced at the discretion of the Board of Directors.

5.09 Vacancies on the Board of Directors may be filled by a member appointed by the Board. The appointment shall be for the remainder of the term of the vacancy in that fiscal year and will be eligible for nomination at the next Annual General Meeting for a new three (3) year term.

ARTICLE 6 – MEETINGS AND QUORUMS

- 6.01 The Association shall hold an Annual General Meeting of members at a time and place determined by the Board of Directors. Notice of the Annual General Meeting shall be publicized at least twice in advance. A simple majority vote shall carry all resolutions.
- 6.02 The Board of Directors shall meet a minimum of eight (8) times and to a maximum of ten (10) per year on a monthly basis and/or at the call of the Board Chairperson. A simple majority vote shall carry all resolutions.
- 6.03 The quorum for execution of business at an Annual and/or Special General Meeting shall be those of the membership present as specified in Article 6.01 but not less than ten (10) members.
- 6.04 The quorum for execution of business at Board of Directors meetings shall be four (4) Directors and as specified in Article 6.01.

ARTICLE 7 – ROLE OF THE BOARD

- 7.01 The Board of Directors of the Association is a Governing Board which is independently incorporated and is the legal entity and authority of the Association.
- 7.02 The Board of Directors of the Association shall be ethically responsible to the general public, by representing the Association through its Mission, Vision and Values, in a responsible and effective manner.

ARTICLE 8 – EXECUTIVE OFFICERS

- 8.01 The Executive Officers will consist of the following:
- The **CHAIRPERSON** – shall be the Chief Executive Officer of the Association, and as such, takes the lead in the affairs of the agency.
- The **VICE-CHAIRPERSON** – shall be acting as Chairperson when the Chairperson is absent, or when called to by the Chairperson.
- The **SECRETARY** – shall ensure by monitoring, the accuracy and safety of the minutes of all Board of Directors.
- The **TREASURER** – shall be responsible to report to the Board, ensuring the integrity of the Association by overseeing the budget process and independent audit of the Association's accounts.

ARTICLE 9 – COMMITTEES

- 9.01 The Board of Directors shall have the power to establish Standing and Ad Hoc Committees as required. The mandate and the powers of such committees shall be established by the Board of Directors.
- 9.02 Members of Standing Committees shall be determined by the Board of Directors at the first meeting following the Annual General Meeting.

ARTICLE 10 – FISCAL, BANKING

- 10.01 The fiscal year of the Association shall commence on the first (1st) day of April of each year, and shall conclude on the thirty first (31st) of March of the ensuing year.
- 10.02 All monies received by the Association shall be deposited in the name of the Association at a financial institution designated by the Board of Directors.
- 10.03 The cheque signing officers may be the Chairperson, Vice Chairperson, Treasurer, the Executive Director and/or other Board of Director Members and Management of the Association as designated by the Board of Directors.

ARTICLE 11 – AMENDMENTS

- 11.01 This Constitution may be amended at any time provided that the following procedure is adhered to:
- Notice of Motion of the proposed amendment shall be provided in writing to the Board of Directors four (4) weeks prior to the General Membership Meeting where it is to be considered.
 - Said Notice of Motion shall be made available to the membership at least two (2) weeks before the General Membership Meeting it is to be considered.
 - The amendment must be approved by at least two thirds (2/3) of the members present at a duly constituted meeting.

ARTICLE 12 – DISSOLUTION

- 12.01 The Board of Directors, at its discretion, may dissolve the Association if its members believe it no longer serves the Mission, Vision and Values of the Association for which it was brought into being.
- 12.02 Any funds and assets of the Association remaining after satisfaction of the debts and liabilities, shall be distributed to such non-profit organizations, which are registered Canadian Charities, whose Mission, Vision and Values most closely accord with those of the Association. Recipients shall be determined by the members of the Association at dissolution.

ARTICLE 13 – RULES OF ORDER

- 13.01 The most current edition of “**Roberts Rules of Order Newly Revised**” shall govern the deliberation of the Association and all meetings shall be conducted with decorum.

Dated this 7TH Day of OCTOBER 2015


In The TOWN OF BEAUSEJOUR, In the PROVINCE OF MANITOBA

Signed on Behalf of the Association for Community Living – Beausejour
Branch, Inc.


CHAIRPERSON


VICE-CHAIRPERSON


SECRETARY


TREASURER