

## Constitution of Neepawa Theatre Centre Inc. (1988)

### Article 1: Name

The name of the organization is The Neepawa Theatre Centre Inc. (1988)

### Article II: Objectives

1. To provide public amenities for the benefit of the community as a whole, including providing a cultural facility for the benefit of the community.
2. To preserve the site and building
3. To promote interest in the arts

### Article III: Memberships

#### Section 1:

Membership in the organization shall include individuals engaged in or interested in activities subscribing to the above objectives and who have attended an event at the Roxy Theatre in the previous 24 months.

#### Section 2:

Term of membership will be for such time as the membership decides

#### Section 3:

Only members of the organization may hold an office in it

### Article IV: Board of Directors

Section 1: At each general meeting, the Organization shall elect the necessary officers to the Organization and they shall take office at the close of such Annual General Meeting.

Section 2: The Board of Directors shall be comprised of President, Vice-President, Secretary and Treasurer and 2-8 other members.

Subsection I: President shall act as chairman of all board members and all Annual and General meetings, and shall be a member ex-officio of all working committees.

Subsection II: Vice-President shall take over the duties of the President in the case of illness or other emergency and accept the office of president the following year

Subsection III: Secretary shall keep minutes of all Board meetings, publish all rules and/or by-laws and deal with correspondence.

Subsection IV: Treasurer shall keep books and accounts of the behalf of the Board of Directors and shall present a report at each monthly meeting of the Board. The Treasurer shall generally oversee prompt payment of all budgeted expenditures and seek payment authorization for payment of special bills. The Treasurer shall prepare year end statement for the Annual meeting and present the budget for the coming year.

Subsection V: Members at large will have full directors' privileges and may be required to chair a committee as outlined by the board

Subsection VI: Every member must attend all regular board meetings, unless such absence is deemed to be necessary. Where a member fails to attend three consecutive regular meetings, without being authorized to do so by a resolution passed by the board, such member thereby forfeits their seat on the board.

### Article VI: Nomination committee

Section I: The nominating Committee shall consist of two members of the board and one members appointed by the Board from the general membership.

Section II: The Nominating Committee shall nominate a President, Vice-President, Secretary and Treasurer.

### Article VII: Meetings

Section I: The Board shall meet at least once in each month of operation on a date set by the President and the Secretary, and shall give at least four days' notice to each member of the Board.

Section II: A quorum of the Board shall consist of fifty percent (50%) of the Directors  
Section III: The Annual General Meeting shall be held no later than the 30th day of October, each year.

Section IV: The fiscal year of the Organization shall be from August 1 to July 31.

Section V: The Annual General meeting shall have the following items of business

- a) President's Annual Report
- b) Minutes of last annual meeting
- c) Treasurer's report
- d) Committee reports
- e) Nominating Committee report
- f) Election of board members
- g) Other business

Section VI: At all General meetings, voting privileges are limited to one member, one vote

Section VII: An Annual or Special General Meeting of the membership may be called on a date by the President and the Secretary, or by any 20 members. Written notice shall be given to all of members at least 10 days prior to the date of that meeting. The unanimous vote of those present at any such meeting can waive the aforementioned 10 day notice provision.

Article VIII: Financing

Accounts of the Organization may be kept in any chartered Bank of Canada or Credit Union. Signatures for payment of monies shall be any two of Presidents, Vice-President, Treasurer and Volunteer Co-ordinator.

Article IX

Section I: Amendments can be made to the constitution only at an Annual or General meeting of the Organization, after Notice of Motion in writing to the Secretary and then only by a two thirds majority of the voting members present. The Secretary shall communicate such proposed amendments to the members of the Board and Membership at least sixty (60) days prior to the aforesaid Annual or General meeting at which such amendments are to be submitted.

Section II: The unanimous vote of the Annual or General meeting can waive notice of the motion to amend the constitution.

Article X: Statement of Charitable Nature

The Organization shall be carried on without purpose of gain for its members and any profits or other gains to the Organization shall be used in promoting its objectives.

Pass by the Board of Directors this    day of

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