

Aurora Fundraising Society (AFS)

1. Membership

A. Any person having a vested interest in the educational well-being of Aurora Academic Charter School students, residing in Alberta, being of the full age of 18 years, who has completed the membership requirements and is in good standing with the Society is eligible to become a member of the Society with voting privileges at any meeting of the Society. The majority of the members of the Society will be parents or guardians of students currently attending or enrolled in Aurora Academic Charter School. Membership fees, if any, in the Society shall be determined from time to time, by the members at an Annual General Meeting.

B. Any member wishing to withdraw from membership may do so upon a notice in writing or verbally to the Executive through its Secretary. Membership must be renewed annually. Any member, upon a majority vote of all members of the Society in good standing and present at a Special Meeting called for that purpose, may be suspended or expelled from membership for any cause that the Society may deem reasonable.

C. Any member having a personal pecuniary gain or conflict of interest in any matter being discussed by the Society is required to declare such and absent himself/herself from any discussion or vote on such matter.

1. Associate Membership

The Principals and Staff Members of Aurora Academic Charter School will be considered to have an Associate Membership and shall serve as resource people and in an advisory capacity to the Society. As Associate Members, the Principals and all other Staff Members will not have voting rights at any meeting of the Society. Neither the Principals nor any Staff Members shall have signing authority for the Society. The Principals, by virtue of the School Act, shall have the power of veto relating to actions directly affecting the school building, staff or students, but not relating to financial expenditures, revenues or investments of the Society.

2. Executive

A. "Executive," "Executive Committee," Board of Directors, or "Board" shall mean the Board of Directors of the Society.

COMPOSITION OF THE EXECUTIVE The Executive will be composed of the following Officers and Directors:

Note: Information taken from Aurora Academic Charter School, Aurora Fundraising Society, Society Bylaws

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1. Officers: President; Vice President(s); Secretary, Treasurer, or Secretary-Treasurer – These positions are mandatory. The Office of the Secretary and Treasurer may be filled by one person if the membership at any Annual General Meeting for the election of officers shall so decide.
2. Directors: A maximum of three (3) Directors at Large – These positions are optional, and will be filled provided there are members willing to do so.

President

The President shall have general knowledge of all activities of the Society. He/she will be an ex-officio member of all Committees. The President shall be copied on all Society communications and will review any communications to the parent body, school community or public prior to distribution and shall include the Vice President in same. The President will carry out other duties assigned by the Society. He/she shall, when present, preside at all meetings of the Society and of the Executive. The President will be the chief spokesperson for the Society, unless otherwise delegated. The President shall have a vote at any meeting. In the case of a tie, the motion is defeated. In his/her absence, the Vice-President shall preside at any such meetings. In the absence of both, a chairperson may be elected at the meeting to preside. The President shall be a signing authority of the financial accounts of the Society.

Vice President

The Vice President shall assist the President in all Society activities. He/she will preside at meetings in the President's absence and will replace the President at various functions when asked to do so by the President. He/she will be copied on all Society communications and will review any communications to the parent body, school community or public prior to distribution and shall include the President in same. The Vice President will carry out other duties assigned by the Society, and, in the event of resignation, incapacity or extended leave of absence of the President, shall fulfill the President's responsibilities. The Vice President shall be a signing authority of the financial accounts of the Society.

Secretary

It shall be the duty of the Secretary to attend all meetings of the Society and of the Executive, and to keep accurate minutes. In case of the absence of the Secretary, his/her duties shall be discharged by such Officer as may be appointed by the Executive. The Secretary shall have charge of all the correspondence and/or documentation of the Society and be under the direction of the President and the Executive. The Secretary shall also keep a Record of

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Members of the Society and their contact information, and shall send all Society correspondence and notices as required. The Record of Members shall be updated as per Societies Act requirements and at a minimum annually. The Secretary shall be a signing authority of the financial accounts of the Society.

Treasurer

The Treasurer shall receive all monies paid to the Society and be responsible for the deposit of same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Executive may order. He/she shall properly account for the funds of the Society and keep such books as may be directed and disburse funds as required. He/she shall present a full detailed account of receipts and disbursements to the Executive whenever requested and shall prepare for submission to the Annual General Meeting a statement duly audited of the financial position of the Society and submit a copy of same to the Secretary for the records of the Society. The Treasurer annually submits an audited financial statement as part of the Annual Return to Corporate Registry, as required by the Societies Act. The signing authorities of the financial accounts will be any two of the elected Officers of the Society.

The term of office shall be for two years from the time of election unless written notice of resignation is submitted to the Executive. The maximum number of consecutive terms, in the same Officer or Director Position on the Executive, shall be three (3) consecutive terms. Any vacancy occurring during the year shall be filled at the next meeting, provided it is so stated in the notice calling such meeting.