



Canadian YMCA Alumni Constitution

Article 1. Name

The name of the organization shall be Canadian YMCA Alumni.

Article 2. Mission and Vision

Mission: To enhance the quality of life of Canadian YMCA alumni and to assist YMCA alumni, in need, worldwide.

Vision: YMCA alumni, worldwide, will live with dignity fulfilling their goals and dreams.

Article 3. Purpose

- A) To provide opportunities for members to interact face-to-face, by telephone, mail or electronically, locally, regionally and nationally;
- B) To provide a system of regular communication between members;
- C) To offer the provision of resources of experienced people in support of YMCA endeavours locally, regionally, nationally or internationally;
- D) To provide opportunities to sustain a meaningful sense of personal and professional fellowship and an affiliation that continues YMCA connectedness;
- E) To assure that members are well informed about YMCA and YMCA-YWCA developments at local, regional, national and international levels;
- F) To establish and maintain mutually supporting and interactive relationships with Co-Sponsored Alumni Associations, YMCA Canada, local Associations, YMCA Alumni (USA), World Fellowship of YMCA Retirees, and other organizations to advance the mission and vision;

- G) To provide opportunities for members to contribute financial and personal resources in support of the charitable and educational programs of the YMCA movement and other YMCA related charitable organizations;
- H) To recognize and celebrate Alumni who have demonstrated significant voluntary contributions to the YMCA or YMCA-YWCA;
- I) To recognize the contribution of an organization which makes an exemplary contribution to the work of the Canadian YMCA Alumni.

Article 4. Membership

There are two membership classifications

- A) Full Membership; which entitles individuals to vote, hold office and receive newsletters etc. Members may vote individually or assign their vote to a proxy.

To become a Member, one must have been a former employee or volunteer in a YMCA or YMCA-YWCA,

or spouse/partner of same, wishing to maintain a "Y" connection.

- B) Associate Members; who may include members of Co-sponsored Alumni Groups or other groupings or individuals approved by the Executive Committee.

Associate Members will have the privileges specified within the groups or by the Executive Committee but not those privileges which accompany membership.

Article 5. Structure

The organization shall establish Officers (who are elected by the membership), Committees, Task Groups and By-Laws as needed to fulfill its mission.

Article 6. Amendments

- A) Amendments to the Articles of the Constitution shall be distributed to each individual member who may vote and must return said vote to the Executive Committee in a stated time period not to be shorter than three weeks from the distribution of the proposed changes. Amendments require approval by a vote of two-thirds of the members responding.

- B) Amendments to the By-laws may be initiated by presentation of a motion to the Executive Committee. Amendments require approval by a vote of two-thirds of the Executive Committee members.

The By-Laws

1. Membership

Membership is attained and renewed annually by completing and returning a declaration of continuing interest which normally includes the payment of an annual membership fee -

see [By-law 10](#).

2. Officers

The Officers shall be:

Past President

President

Executive Vice President

Secretary

Treasurer

Communications Chair

Membership Chair

Secours Speciaux Chair

3. Duties of Officers

Past President

- A. Be a member of the Executive Committee;
- B. Advise and support the President and Executive Vice President.

President

- A. Give leadership to the Executive Committee;
- B. Convene Executive Committee meetings, as necessary at a place and time convenient to the majority of the members.
- C. Prepare and deliver an Executive Committee report to the membership **annually**

- D. Develop, with the assistance of the Executive Committee, goals for the organization and present them to the general membership.
- E. The President shall be an ex-officio member of all committees.

Executive Vice President

- A. Take the lead role in planning and conducting meetings and special events as requested by the Executive Committee;
- B. Substitute for the President as required, including assuming the position of President should it become open in mid-term.
- C. Monitor and report, to the Executive the progress on 'goals'.
- D. Coordinate the development, communications and operations of the Alumni groups.
- E. Communicate the actions of the Executive Committee to the membership.

Secretary

- F. Record and circulate timely meeting minutes;
- G. Respond to letters from the members where appropriate;
- H. Prepare and mail announcements pertinent to the interests and participation of the membership.

Treasurer

- I. Be accountable for the management of the organization's funds;
- J. Lead the development of an annual budget in conjunction with the Executive Committee;
- K. Issue payment for financial obligations for the organization that have been approved by the Executive Committee.

- L. Report the financial condition of the Canadian YMCA Alumni, to the Executive Committee: at each meeting, a written report Quarterly and a yearend statement. The budget and fiscal year is the calendar year.

Communications - Chair

- M. Recruit and chair a Communications Committee, to include the Publications Chair
- N. Prepare a communications plan
- O. Oversee all existing and future communication methodology.

Membership - Chair

- P. Maintain membership records and produce, or arrange for the production of, membership rosters as required;
- Q. Determine, create, and promote effective approaches to membership recruitment and retention in conjunction with the Executive Committee and regions;

- R. Issue or arrange the issue of membership renewal notices annually with follow up communication as may be required
- S. Collect membership fees and other such monies given in support of the organization.
- T. This does not include donations to Secours Spéciaux;
- U. Deposit the received funds and advise the Treasurer.

Publications - Chair

- V. Prepare newsletters at least bimonthly (six times a year) to communicate happenings and plans to all members coast-to-coast;
- W. Chair the Publications Resource Group.

Secours Spéciaux - Chair

- A. Annually conduct a fund raising campaign amongst all members;

- B. Receive donations to Secours Spéciaux;
- C. Convey donations to the World Alliance of YMCAs (using established channel).
- D. Appoint and Chair a Secours Spéciaux committee.

4. Alumni Groups -There will be three categories of Alumni Groups

- A. Co-Sponsored Alumni. These groups meet the formalized agreement with a YMCA or YMCA/YWCA. This is our preferred relationship. .
- B. Affiliated Alumni These groups choose to be affiliated with the Canadian YMCA Alumni
- C. Un-affiliated Alumni, These will be identified but their choice is not to be recognized. We will attempt to get information, pictures etc. to place in our publications.

5. The Executive Committee shall consist of:

- A. The elected Officers.
- B. Each 'Alumni Group', which has a minimum of 5 paid members of the Canadian YMCA Alumni, may appoint one member, from its membership, who is also a 'paid' member of the Canadian YMCA Alumni, to be a

member of the Executive Committee.

6. Terms of Office

The term of office of the elected Officers is two years or until their successors have assumed office. Officers may serve a maximum of two consecutive, two-year terms.

7. Operating Year

The 'operating year' for the Canadian YMCA Alumni shall be the calendar year (January 1st. to December 31st.) This includes, but is not restricted to:

F. Terms for the Executive Committee

G. Fiscal matters

8. Election of Officers

At least two months before the end of the current Officers' terms, the Nominating Committee will request names of any members to stand for election for any of the Officer positions. Any names put forward will appear on the ballot along with those proposed by the Nominating Committee provided that such persons have indicated their willingness to serve.

The Nominating Committee shall propose a slate of officers to each position which reflects the geographical scope of the YMCA and YMCA-YWCA in Canada.

At least one month before the end of the current Officer's terms, the names of all who have been nominated, and have accepted nomination, will be sent individually to all members who may vote for any or all nominations for Officer positions. Members will have 14 days to send in their completed ballots.

The Nominating Committee will count and report the votes, maintaining confidentiality of the vote of individual members. Those persons receiving the most votes, of those returned for each of the positions, will be declared elected. If there are no additional nominations from the membership for any or all positions, those presented by the Nominating Committee will be declared elected.

9. Vacancies

Officer vacancies may be filled for the unexpired term by Presidential appointment in consultation with the Executive Committee.

10. Committees

- A. Executive Committee. A majority of the Executive Committee shall constitute a quorum for the transaction of business;
Executive meetings may be held in person, via conference call or any other electronic method.
- B. Nominating Committee, shall be appointed by the Executive Committee to prepare a slate, **representative of the** geographical diversity of the YMCA (YM-YWCA) in Canada. to fill vacancies at an appropriate time in the year;
- C. Awards Committee, shall be appointed by the Executive Committee to initiate a process to select and recognize
a) deserving 'Alumni and/or b) Institutions which give superior support to the Canadian YMCA Alumni.
- D. Other committees or task groups may be named by the Executive Committee. Such groups will be provided with written descriptions of responsibilities including time lines;
- E. Executive members may participate in any meeting of the Executive Committee through the use of telephone conference or other communications equipment by means of which all persons participating in the meeting can communicate with each other. Participation in such

meetings shall constitute attendance and presence in person at that meeting.

11. Fees and Alumni Group Payments

Annual Membership,

- A. Individual \$25.00
- B. Self and Spouse/Partner \$40.00

Group Payments

Any Alumni Group, who has 5 or more, paying members of the Canadian YMCA Alumni may claim - for their groups expenses:

- A. \$ 10 for each paid Alumni in their Alumni Group
- B. \$15 for each paid Self and Spouse/Partner in their Alumni Group.

By-Law 11 is the final Bylaw.

