

## ARMSTEAD CLUB

### By - Laws:

- (1) Meeting Time - 9 P.M.
- (2) Dues - Shall be \$3.00 per person per year to be paid by the November Meeting.
- (3) Assessment Policy - Special assessments have the affirmative vote of 2/3 of those present and voting.
- (4) Attendance - An active member is required to attend at least 3 meetings during the year. If they do not, their membership shall be reviewed and acted upon by the organization.
- (5) Contributions by the Club shall be made by only and affirmative vote of 2/3 of the active members present and voting.
- (6) Annual Affairs - Christmas Party. Summer Picnic.
- (7) Colours and Crest - The clubs official colours shall be Green and White.
- (8) Bursary Award - To the coloured student graduating from a Secondary School upon application to the Club by letter accompanied by a letter of recommendation from the school Principal. Letters of application and recommendation to be received by the club before last Saturday in May.  
  
All local schools to be notified of availability and qualifications for Bursary by February.  
  
Decision shall be made by the Club, taking matters of concern into consideration to determine most eligible.  
  
Award shall be \$100 paid in two installments.
- (9) Bank - All funds to be deposited in a bank located in Windsor. The Banking committee shall consist of the following officers. The President, Recording Secretary, and the Treasurer. It shall be necessary to have any two of these officers sign cheques, for withdrawals.
- (10) Club Property - All Property purchased or donated to the club shall become club property. A record shall be kept by the Recording Secretary of this property. The President shall be responsible for the location of all club property.
- (11) Committee Reports and Responsibilities - The Chairman shall present a report in detail of the committee's plans and budget prior to any commitments or expenditures to the regular meeting for approval. Committee shall not exceed the approved budget by more than 10%. The Chairman shall present a written financial report attaching receipts for all expenses at the first regular meeting following the event.

(12) Illness :

- (a) If a club member is ill the Corresponding Secretary will send flowers.
- (b) If a member's family or close friend of the member is ill the Corresponding Secretary will send a card.
- (c) In case of the death of a person in a member's family, the Corresponding Secretary will send flowers.

(13) All club Records and permanent files shall be retained by the current President.

(14) These By - Laws can be amended by the same procedur as the Constitution.