

PRAIRIE VISION ARTS COUNCIL

CONSTITUTION AND BY-LAWS

The Prairie Vision Arts Council is an organization incorporated in 1999 representing the performing, visual and literary arts in the region encompassing the Rural Municipalities of Albert, Arthur, Brenda and Edward; The Town of Melita; and The Village of Waskada.

MISSION

The mission of the Prairie Vision Arts Council is to foster the development of art and cultural activities in our community.

The Prairie Vision Arts Council provides educational programs for the general public in the visual, literary and performing arts.

ARTICLE 1. NAME

The Prairie Vision Arts Council, hereinafter shall be referred to as the Arts Council.

ARTICLE 2. PURPOSE

The specific objectives of the Arts Council shall be to:

- a) encourage, assist and support the development of community arts and arts organizations;
- b) provide resources to community arts organizations and local artists;
- c) assist in the exchange and communication of concepts and ideas among community arts organizations and artists;
- d) to communicate with other arts councils through organizations at the provincial level;
- e) to encourage and support concerts in the region;
- f) to encourage and support skills classes in the arts;
- g) to encourage and support art and craft exhibits;
- h) to offer bursaries and scholarships for training in visual, performing and literary arts;
- i) to promote improvements to arts facilities in the region.
- j) to own and operate the Strand Theatre in Melita

ARTICLE 3. MEMBERSHIP

Membership from all the regions within the Arts Council is encouraged. Regular membership is for those who attend meetings, pay their membership fee, and have voting privileges.

ARTICLE 4. MEMBERSHIP FEES

Members will be required to pay annual fees as determined by the Board of Directors.

ARTICLE 5. STRUCTURE OF THE BOARD

The Board of Directors will have a maximum of 10 and a minimum of 5 members with representation from around the region.

The Executive will consist of the President, Past-President, Vice President. The Secretary/Treasurer is a paid non-voting position. The Executive is a part of the Board of Directors.

ARTICLE 6. ELIGIBILITY OF BOARD NOMINEES

- a) In order to be eligible for membership on the Board of Directors, an individual must be a member-at-large.
- b) Any nomination to the Board shall be consented to by the nominee.
- c) The Board of Directors shall be elected for a two year term. No member of the Executive shall serve in any one position for more than two consecutive terms.

ARTICLE 7. ELECTION OF THE BOARD

The following are the procedures to be followed with respect to election to the Board of Directors:

- a) The Past-President shall oversee the nominations to the Executive and Board of Directors.
- b) Any Nominations to the Board shall be consented to by the nominee.
- c) The Board of Directors and Executive shall be elected for a two year term.
- d) Additional nominations may be made from the floor at the March meeting.
- e) The Board may appoint additional directors throughout the year should the need arise.

ARTICLE 8. DUTIES OF THE BOARD OF DIRECTORS

- a) Give direction to the yearly plan of the Arts Council.
- b) Give direction on the standing committees of the Arts Council.
- c) Solicit Letters of Support from the municipal governments in the region.
- d) Oversee the application of grants.
- e) Review and make recommendations on the Constitution and Bylaws.
- f) Have representation at the Manitoba Arts Network Annual General Meeting.

- g) Determine membership fees.

ARTICLE 9. DUTIES OF THE OFFICERS

The duties of the officers of the council are as follows:

- a) **Past-President**
 - shall chair nominations
 - rule on the parliamentary proceedings of the meetings (Roberts Rules of Order)
- b) **President**
 - shall preside at all regular meetings.
 - shall be a signing officer
- c) **Vice-President**
 - shall chair meetings in the absence of the President
 - shall be a signing officer
- d) **Secretary/Treasurer**
 - shall oversee all financial records and transactions of the Arts Council, the Arts Council's budget and annual audited statements, and shall submit a report at each regular meeting.
 - shall record all notes and minutes of proceedings of the Arts Council.
 - shall be designated as one of the signing officers.

ARTICLE 10. VACATING POSITIONS ON THE BOARD

A position on the Board may be vacated if written notice of resignation is submitted to the Board.

ARTICLE 11. REGULAR MEETINGS

- a) Meetings of the membership may be called at any time by the President, by a majority of the Board of Directors, or by a minimum of one-quarter of the total membership.
- b) Notice of the regular meetings shall be given to each member at least fourteen (14) days before the proposed meeting date.
- c) Meetings may be held monthly but may be cancelled for the months of July and August.

ARTICLE 12. QUORUM

A quorum at regular meetings shall consist of at least half of the regular membership.

A quorum at a Board of Directors meeting shall consist of at least half of the Board of Directors.

ARTICLE 13. FISCAL YEAR

The fiscal year for the Arts Council shall be from the first day of April to the thirty first day of March.

ARTICLE 14. SIGNATURE AND CERTIFICATION OF DOCUMENTS

- a) The signing officers of the Arts Council shall be any **two** of the following: **President, Vice-President, or Secretary/Treasurer.**
- b) Contracts, documents or other instruments in writing requiring a signature of the Arts Council shall be signed by any two of the following: President, Vice-President, or Secretary/Treasurer. All contracts, documents and instruments in writing so signed shall be binding upon the Arts Council without further authorization or formality.

ARTICLE 15. AMENDMENTS TO CONSTITUTION

This constitution may be amended by a quorum of the voting members of the Arts Council present at a regular meeting of the membership. A copy of the amendment must be provided to the membership as a Notice of Motion.

ARTICLE 16. DISSOLUTION OF THE ARTS COUNCIL

If, upon the winding up or dissolution of the Arts Council, there remains, after satisfaction of all its debts and liabilities, any property, such property shall not be paid to or distributed among the members but shall be given or transferred to other registered charities or qualified donees as defined under the Income Tax Act of Canada, as may be determined by the members of the Arts Council immediately prior to its dissolution or winding up.

Amended April 2009.