



FOURTEEN ISLAND AND MINK LAKES ASSOCIATION

CONSTITUTION (Version 3. Amended 31 July 2011)

ARTICLE I. NAME

The Association shall be called "Fourteen Island Mink Lakes Association" and will hereafter be referred to as "the Association".

ARTICLE II. PURPOSE

The Association is a volunteer association of property owners and concerns itself with taking an active role in maintaining and enhancing the wellbeing of our local environment and the quality of life on Fourteen Island, Mink Lake, Little John, Little John's Sister and Buffy Lakes for both seasonal and permanent residents, as well as representing the interests and welfare of its members to the township of South Frontenac and other authorities.

ARTICLE III. MEMBERSHIP

The owner(s) or lessee(s) of a property or properties bordering on Fourteen Island and Mink Lakes is (are) entitled to membership in the association on payment of a membership fee.

Each membership carries with it the right to one vote at any general meeting of the members called by the Association Executive.

A member may appoint a proxy to vote on their behalf at an Annual General Meeting. The member must advise the identity of the proxy in writing to the Secretary of the Association, prior to, or at the commencement of the Annual General Meeting.

The membership year shall be from September 1 to August 31.

The Association Executive shall propose the membership fee, for the following year, subject to the approval of the membership at the Annual General Meeting.

ARTICLE IV. OFFICERS

The Executives of the Association shall consist of the immediate Past President, a President, Vice President, Treasurer, Secretary, Lake Steward, Communications Director and Feeder Lakes Representative.

The term for the Association Executive is normally two years. The Executive will be nominated and elected at the Annual General Meeting of the Association, in even years.

Election of the Executive shall be by a simple majority of the voting members present.

Should an executive resign their position before the next election, the Executive will name a replacement who will serve until the next election year.

Between Annual General Meetings, the general management and control of the affairs and funds of the Association shall be vested in the elected Executive of the Association, subject to the Constitution and decisions taken by majority vote of the members at the Annual General Meeting.

The Association Executive shall meet at least once prior to the Annual General Meeting and at any other time on the request of two of the Association executives.

ARTICLE V. RESPONSIBILITY OF OFFICERS

The President shall:

- chair all meetings of the Association Executive and all general meetings
- sign, or authorize the signing, of all official correspondence of the Association, and shall have cheque signing authority
- shall represent the association (or designate another member of the executive) in dealings with external organizations

The Vice President shall:

- assist the President in the performance of duties
- assume the responsibility of the President in the event of the latter's temporary absence or inability

The Treasurer shall:

- collect and deposit membership fees in an authorised bank account
- disburse funds by cheque on the said bank account
- keep an accurate account of monies received and expended
- report the financial affairs at the Annual General Meeting and whenever requested by the President
- invest the funds of the Association only upon approval of the Executive
- sign all cheques along with another executive signature
- keep a list of all members of the Association and their addresses

The Secretary shall:

- keep a record of all meetings of the Association
- conduct the correspondence of the Association and keep copies of all letters received and replies
- keep a mailing list of all members of the Association

The Lake Steward shall:

- Perform, or supervise performance of, annual water quality testing on the lake
- Maintain, or supervise maintenance of, the dam
- Perform, or supervise performance of, fish studies or fish stocking
- Perform, or supervise performance of, any needed studies of the lake ecology
- Maintain contact with others (lake associations, government and non-government organizations) related to lake ecology and fisheries

The Communications Director shall:

- develop and maintain the association's website
- produce publications, newsletters and bulletins as required
- create presentations, flyers and posters as needed
- manage publicity and promotion of Association activities through appropriate press and media channels

The Feeder Lake Representative shall:

- Consult with property owners on Little John, Little John's Sister and Buffy lakes on matters of common concern
- Represent the views and interests of property owners on Little John, Little John's Sister and Buffy lakes in deliberations of the FIMLA Executive

- Liaise with all other executive officers to ensure that Association policies and initiatives are fully implemented on the three feeder lakes where applicable
- Report to the Executive of the Association on specific areas of interest and concern to the three Feeder Lakes and on projects or proposals to address these issues

ARTICLE VI. MEETINGS

An Annual General Meeting of the Association shall be held in July or August of each year for the purpose of receiving reports and of electing the Executive, if needed, for the ensuing term and for the transaction of any other business.

At least 30 days prior notice shall be given to the members concerning the holding of the Annual General Meeting or any other general meeting of members which is called by the Executive.

At least 30 percent of members in good standing, other than the Association Executive, shall constitute a quorum for the purpose of transacting the legal business of the Association.

Before the Annual General Meeting the Executive will prepare a budget for the following year which will be presented to the membership.

ARTICLE VII. STANDING COMMITTEES

The Executive of the Association may appoint Subcommittees and Leaders of said Committees for the purpose of investigating specific areas of interest and concern to the Association, e.g. Lake planning, water quality, etc.

Findings or determinations of said Committees will be reported to the Executive of the Association and policies or decisions resulting from the findings will be brought to a general meeting for resolution by the association membership.

ARTICLE VIII. FINANCIAL YEAR

The fiscal year shall commence April 1 and end March 31.

ARTICLE IX. AMENDMENTS

Amendments to the Constitution and Bylaws may only be made at the Annual General Meeting. Members must be notified of the amendments at least 30 days before the meeting.

Amendments must be passed by a two third majority of the quorum.
