

Proposed amended bylaws e-circulated to BCLCILA members before the Annual
General Meeting of Nov. 30, 2022

BYLAWS

OF

**The British Columbia Literacy Council of the International Literacy
Association (BCLCILA)**

Adopted: _____, 2022

By-Laws of the British Columbia Literacy Council of the International Literacy Association

ARTICLE I - Name and Area Served

The name of the Chapter shall be the British Columbia Literacy Council of the International Literacy Association (BCLCILA) serving the province of British Columbia.

ARTICLE II - Composition and Purposes

Section 1 – Composition

The BCLCILA shall be a professional organization of individuals who are committed to improve the quality of literacy in the Province of British Columbia.

Section 2 - Purposes

The purposes of the BCLCILA shall be:

1. to encourage the study of literacy at all educational levels;
2. to stimulate and promote research in literacy development;
3. to study the various factors that influence progress in literacy development;
4. to heighten awareness of pertinent and significant literacy research and practices;
5. to disseminate information related to literacy;
6. to support teacher training programs;
7. to facilitate a literacy network; and,
8. to advocate for literacy with governmental agencies.

ARTICLE III - Membership and Dues

Section 1 - Eligibility

Membership in the BCLCILA will be comprised of all members of the International Literacy Association (ILA) who reside in British Columbia.

Section 2 - Chapter Dues

Members do not pay dues to the BCLCILA.

ARTICLE IV – Board of Directors

Section 1 – Elected Officers

The elected officers of the BCLCILA shall be a Vice President, a Treasurer, a Secretary, and a Director of Membership Development.

Section 2 – Appointed Officers

The president role is filled by the previously serving vice-president. The past president role is filled by previously serving president. The Chapter Coordinator shall be appointed by the International Literacy Association upon the recommendation of the Board of Directors. The Board of Directors may appoint

up to three (3) Members-at-Large. The Board of Directors shall include one representative from each local chapter.

Section 3 – Voting Privileges

All elected and appointed officers of the Board of Directors of the BCLCILA listed above shall have one vote.

Section 4 – Time of Assuming Office

The elected or appointed officers shall assume office immediately following their election or appointment following the Annual General Meeting of the BCLCILA.

ARTICLE V – Duties of Officers

Section 1 - Duties of President

The President shall act as the executive officer of the Chapter and chair the Board of Directors. The duties of the President are outlined in the BCLCILA Handbook or by the ILA.

Section 2 -Duties of Vice President

The Vice President will assume and perform the duties of the President in the event of the absence, incapacity or resignation of the President. The duties of the Vice President are outlined in the BCLCILA Handbook or by the ILA.

Section 3 -Duties of Past President

The duties of the Past President are outlined in the BCLCILA Handbook or by the ILA.

Section 4 - Duties of Treasurer The duties of the Treasurer are outlined in the BCLCILA Handbook or by the ILA.

Section 5 - Duties of Secretary The duties of the Secretary are outlined in the BCLCILA Handbook or by the ILA.

Section 6 - Duties of Director of Membership Development

The duties of the Director of Membership Development are outlined in the BCLCILA Handbook or by the ILA.

Section 7 – Duties of Members-at-Large

The duties of the Members-at-Large are outlined in the BCLCILA Handbook or by the ILA. **Section 8 – Duties of Local Chapter Representatives**

The duties of the Local Chapter Representatives are outlined in the BCLCILA Handbook or by the ILA.

Section 9 – Duties of Chapter Coordinator

The duties of the Chapter Coordinator are assigned and outlined by the ILA.

ARTICLE VI –Annual General Meeting

Section 1 - Composition

The Annual General Meeting (AGM) shall be composed of the majority of the current Board of Directors and any other members in good standing of the BCLCILA in attendance.

Section 2 - Function

The AGM shall be the legislative body of the BCLCILA and shall have full power and authority over the Chapter within the limits set by these bylaws. It shall have authority to audit all decisions made by the Board of Directors.

Section 3 - Quorum

A quorum shall consist of the majority of the Board of Directors plus all those in attendance who are BCLCILA members in good standing and eligible to vote.

Section 4 - Meetings

The AGM of the BCLCILA shall meet at least once each year.

Section 5 - Notification of Meetings

At least two (2) weeks in advance of the AGM, the president shall notify all BCLCILA members of the date, time, and place of the AGM.

ARTICLE VI - Nomination and Election of Officers

Section 1 - Election Section 2 - Nominating Committee

All Board of Directors shall be elected at the AGM.

The Past President chairs the nominating committee and presides over the election of the Board of directors at the AGM. The Nominating Committee, including the Past President and one other member of the Board of Directors, shall prepare a slate of nominees for the AGM. Each nominee must be a member of the International Literacy Association and reside in British Columbia. Advance consent from each nominee shall be secured by the Nominating Committee. Nominations may also be made from the floor and by proxy, with a supporting letter of nominee consent.

Section 3 - Mode of Election

Voting for all members of the Board of Directors is to take place at the AGM. After the slate from the Nominating Committee has been presented, the Past president shall call for nominations from the floor three (3) times. If there are two (2) or more nominees for a vacant elective office, voting shall be by secret ballot. A plurality of the votes cast shall constitute the election of the successful candidate. Voting by proxy is not permitted. In case of a tie, the Past President shall cast the deciding vote. The results of the election shall be announced at the AGM by the Past President.

Section 4 - Terms of Office

Each elected or appointed officer in the BCLCILA shall assume the duties of office immediately following the election at the AGM and shall continue to serve for the duration of the term. The officers on the Board of Directors will hold their position for a term of one year. The officers on the Board of Directors may run for successive terms. The Chapter Coordinator shall hold office for one (1) three year term in accordance with ILA policy.

Section 5 - Resignation

Any elected or appointed officer on the BCLCILA Board of Directors may resign at any time upon written notice. Such resignations shall take effect at the time specified therein.

Section 6 – Interim Replacement

In the event of a vacancy or position that cannot be filled at the AGM in the office of President, Vice President, Past President, Treasurer, Secretary, or Director of Membership Development, the Board of Directors shall have the power to fill the vacancy until the next regular election at the AGM.

ARTICLE VII – Standing Committees

Section 1 – Board of Directors

The executive committee shall be composed of the President (who shall serve as chairperson), Vice President, Past President, Secretary, Treasurer, and Director of Membership Development. The

Chapter Coordinator also serves on the Board of Directors. The Members-at-Large and Local Council Representatives also serve on the Board of Directors. The Board of Directors meets at the call of the President. Members of the Board of Directors shall assist the President to prepare a draft agenda for all meetings; prepare and review committee reports prior to all meetings; continuously study the BCLCILA bylaws to determine if they are meeting current, as well as foreseeable, needs.

At full strength, the Board of Directors can address long-term success, provide direction and leadership, ensure strategic priorities, and perform its important day-to-day work within a framework of prudent and effective controls and must attempt to reflect diverse skills and competencies while ensuring a formal and transparent process to select potential candidates for leadership roles.

Section 2 - Program Committee

The Vice President shall be the chairperson of the Program Committee. This committee shall make plans for all workshops and events planned by BCLCILA. The composition and duties of the Program committee are outlined in the BCLCILA Handbook.

Section 3 - Finance Committee

The Treasurer shall be the chairperson of the Finance Committee. This committee shall examine the income and expenditures of the Chapter and prepare the annual budget. The composition and duties of the Budget committee are outlined in the BCLCILA Handbook.

Section 4 – Ad Hoc Committee

Ad hoc committees shall be appointed by the President with the approval of the Board of Directors and shall serve the term of the President unless otherwise specified in the charge to the committee. Membership in any such committee will be determined by the Board of Directors. Ad hoc committees may serve several purposes. The composition and duties of the Ad hoc committee are outlined in the BCLCILA Handbook.

ARTICLE VII - Parliamentary Authority

The rules contained in Robert's Rules of Order (Newest Edition) shall govern the proceedings of this BCLCILA, except in cases governed by the constitution, bylaws, and special rules adopted by this Chapter.

ARTICLE IX – Conflict of Interest

Section 1 – Definition

A conflict of interest will be deemed to exist whenever a member of the Board of Directors is in the position to approve and influence Chapter policies and actions which could ultimately financially benefit the member, any family member or organization.

Section 2 – Disclosure

A member of the Board of Directors shall disclose a conflict of interest prior to voting or discharge the duties involving the conflict, prior to entering a contract or transaction involving conflict. The member shall recuse themselves from voting on any matter regarding the conflict of interest.

ARTICLE X – Compensation

The members of the Board of Directors or committee members will be reimbursed for actual out-of-pocket expenses they incur in order to fulfill their BCLCILA duties provided that prior approval has been given by the Board of Directors.

ARTICLE XI - Dissolution

In case of the dissolution of the BCLCILA, any assets remaining after paying or making provision for the payment of all the liabilities of the provincial Chapters will revert to the Chapters.

Should there be no local Chapters to receive such assets, in accordance with ILA policy, assets will revert to the ILA. The ILA Board of Directors will establish procedures to govern the creation, operation, and dissolution of association, provincial, local and regional Chapters.

ARTICLE XII – Amendments to the Bylaws

At the AGM of the BCLCILA, the membership shall have the power to amend these bylaws. Motions of amendment must be circulated to the BCLCILA membership at least two (2) weeks prior to the AGM. Amendments to these bylaws shall be passed by two-thirds (2/3) affirmative vote (supermajority) of those BCLCILA members in attendance at the AGM and come into effect immediately.