

RMRCA Constitution

Purpose of RMRCA:

The Regina Rosemont Mount Royal Community Association Inc. (RMRCA) provides recreation and community services for the benefit of the residents of Rosemont and Mount Royal. RMRCA is an organization that represents the entire population within the designated boundaries of the community. RMRCA offers people of all ages throughout the community a variety of sport, recreation, culture, and social programs annually. We are engaged in municipal matters, such as community development, urban planning, traffic issues and other issues that are of broad community interest.

Article One: Official Name and Boundaries

(1.1)

- The official name shall be the **REGINA ROSEMONT MOUNT ROYAL COMMUNITY ASSOCIATION INC.** and hereinafter shall be referred to as "RMRCA".
- The elected Members of the **RMRCA** shall be referred to as "*The Board of Directors*," hereinafter referred to as such, or "*The Board*."

(1.2)

The boundaries of the RMRCA shall be:

- **North boundary** - Canadian National Railway right of way (*between Lewvan Drive and Toothill Street*)
- **West boundary** - Follow Toothill Street down the north side of Wascana Creek, to McCarthy Boulevard, stopping at A.E. Wilson Park
- **South boundary** - Following Wascana Creek/A.E. Wilson Park to Dewdney Avenue
- **East boundary** - Lewvan Drive

(1.3)

- Boundary changes of the RMRCA can only be made with 80% (eighty percent) approval of the general membership in attendance at the Annual General Meeting and with approval from the City of Regina.

Article Two: Membership

(2.1)

- Membership is limited to those appointed as Directors on the Board.
- All residents, with a fixed address within the boundaries defined in Article One, (1.2), are Members with voting rights at the Annual General Meeting (AGM).

Article Three: RMRCA Objectives

(3.1)

- Identify local recreation needs in its broadest sense, and to conduct programs and events to meet these needs.

(3.2)

- Assist volunteers in conducting local recreation programs and/or events and services.

(3.3)

- Provide a means of communication to the community.

(3.4)

- Evaluate programs and their worth to the community, as needed.

(3.5)

- Recommend future requirements in recreation facilities, parks, and programs.

(3.6)

- Effectively administer all RMRCA funds for the betterment of the community.

(3.7)

- Establish by-laws, when necessary, which will assist in the effective operations of the RMRCA.

(3.8)

- Cooperate with the **Regina West Zone Recreation Community Service Development Board Inc.** (*the West Zone Board*) and the **City of Regina** to further the best interests of the Community and of the RMRCA.

(3.9)

- Provide input into City of Regina civic affairs.

(3.10)

- Review and update our Constitution, Bylaws, and other governance material on a five-year cadence.

Article Four: Board of Directors

(4.1)

- Table Officers shall consist of the following: ***Chairperson, Vice Chairperson, Secretary and Treasurer.***

(4.2)

- The Board of Directors will consist of the above Table Officers and all other active board members that makeup the RMRCA.
- Table Officers must participate in a minimum of one RMRCA Committee or otherwise take a leadership role with one of the areas outlined in our Committee Descriptions.
- The general duties of The Board shall be as listed in the Committee roles and responsibilities.

(4.4)

- Elections for The Board of Directors shall be held at the Annual General Meeting with the new Board Member assuming office at the time designated in **MRCA By-law 6.2**

(4.5)

- The term of office of a Board of Directors Table Officer shall be a 2 (two) year term, with ½ (one-half) of the Table Officers being elected, on alternating years, beginning with 1989 Annual General Meeting. Refer to **By-law 6.1** for the coordinator rotation.

Table Officers: alternate with		
<i>Chairperson</i>	>	<i>Vice-Chairperson</i>
<i>Treasurer</i>	<	<i>Secretary</i>

- Executive positions have an instituted term limit of three consecutive terms (6 years) where upon the board should appoint a replacement to carry out RMRCA business.
- A former executive can apply for another executive position or reapply for the same one after taking a term off from that position.
- If there is no one to adequately fulfil that executive position or otherwise carry out the duties of the RMRCA, additional terms can be applied with a vote of 70% of active board members at the AGM.

(4.6)

- The Board of Directors must meet for the dispatching of business, at least 4 (four) times per year. Meetings will be conducted in accordance with **Robert's Rule of Order**. All meetings are open to all residents of the community, but only elected Board Members have voting rights – except in the case of an Annual General Meeting.

(4.7)

- Retiring Board Members shall be eligible for re-election.

(4.8)

- In the event of a written resignation of a Board of Directors member's inability to serve, or absence (absent 3 (three) consecutive meetings without acceptable reasons), the RMRCA may so appoint a member to fill the vacancy until the following AGM.

(4.9)

- Any person seeking election on The Board of Directors may volunteer at a monthly meeting. It is recommended that retiring and current volunteers work with new volunteer(s) to provide training assistance to ensure a smooth transition.

Article Five: Committees

(5.1)

- The Board will form one or more operational committees. Operational Committees are specific to the ongoing operations and commitments of the RMRCA and must be managed only by the Board.
 - Executive Committee
 - Finance & Audit Committee
 - Fundraising Committee
 - Communications Committee

(5.2)

- Special committees may be appointed by order of The Board. Such committees may include persons other than Board Members; however, the Chairperson of such committees shall be a Board of Directors member and the RMRCA Chairperson shall be an ex-officio member.
- The RMRCA may approve special committees/groups who submit their request in writing (e-mail acceptable) to form an associated committee. Such special committees shall report to The Board of Directors, as may be directed.

Article Six: Annual General Meeting and Monthly Meetings

(6.1)

- The Annual General Meeting (**AGM**) and monthly meetings of the RMRCA shall be held in accordance with the RMRCA By-laws.
- The board will keep complete books and records of accounts and meeting minutes.

(6.2)

- A special meeting of the RMRCA may be called by the Chairperson as and when they consider it necessary; and, shall call a meeting when required to do so in writing by at least 20 (twenty)

members. Those petitioning for the meeting may, at the discretion of The Board, be responsible for costs of publicity and all other costs.

(6.3)

- At least 2 (two) Table Officers and 3 (three) Board Members present shall constitute a quorum at an Annual General Meeting or monthly meeting. This also applies to a Board of Director's email vote

(6.4)

- Any issues not included in the regular business of the RMRCA will be a "Delegation." Delegations must request to be on the agenda **10 (ten) days prior to the meeting** or (should timelines not permit them to attend the next meeting) may be placed on the following month's agenda at the discretion of the Chairperson and Secretary. Delegations will be allowed **no more than 15 (fifteen) minutes** to make a presentation. Delegations should confirm their attendance at the meeting and provide a short overview of discussion topic(s). Delegation representatives should also be disclosed.
- At the discretion of the Chair, the RMRCA may have delegations on the agenda that are based on ongoing community partnerships such as School Community Councils, where members of these organizations have a standing invitation to attend board meetings and provide updates or solicit the RMRCA for support.

Article Seven: Budget

(7.1)

- The fiscal year shall be as stated in the **By-laws; Article 1 (one)**
- The Finance and Audit Committee will provide a draft operating budget to the Executive Committee by December 31st. Budget will be presented to the Board for approval and implementation.

Article Eight: Amendments

(8.1)

- Amendments to the RMRCA Constitution shall be presented at the AGM (Annual General Meeting) for approval (proposed amendments may be brought forward at the meeting prior to the AGM for consideration).
- A special meeting that constitutes 80% of active board members and the entire executive may be called to enact changes to the constitution as they pertain to the operational procedures. These changes are used to guide the board for the remainder of the year and must be presented and ratified at the AGM to be formalized in an ongoing basis.

(8.2)

- Proposed amendments to the By-laws and Job Descriptions may be presented for consideration/approval, at any monthly meeting.

Article Nine: Winding Up

(9.1)

- If there is insufficient support to continue the RMRCA, or in the event the RMRCA's major funder has discontinued financial support, a publicized meeting shall be called to dispose of any remaining assets of the RMRCA. Preference shall be given to non-profit organizations who were part of the RMRCA, who function in the Rosemont Mount Royal area as detailed in Article 1 (one)/Clause 2 (two).
- If no local organization is agreed upon by the existing board, the remaining funds will be held in trust by the West Zone Board for up-to five years during which time, if the Rosemont Mount Royal Community Association re-establishes activity, these funds will be returned as startup capital to help the newly ratified board pursue their goals and establish a foundation.