

# Masquerade

## Rules And By-Laws Revised 2010

### **PREAMBLE**

#### **Founding Members**

Mary Grant (Owner of Lady Godiva Boutique)  
Janine F. (Business Adviser to Mary Grant)  
Tina Martin  
Stephanie Korotash  
Brianna-Rose Stonehouse (Breanna Taylor)  
Ardra Jones

#### **Established**

In January 1997, under the guidance and dedication of the founding members a support group for Crossdressers and Transgendered people was established.

### **ARTICLE 1**

#### **Definitions**

**Crossdresser:** One who enjoys the wearing of the clothing of the opposite sex. This can be either female or male. They are not always concerned with makeup and being passable and they may or may not go out in public.

**Transgender:** One who has the feelings and personality traits opposite to the gender of the body they were born with.

### **ARTICLE 2**

#### **Name**

The name of the support group shall be known as "Masquerade".

#### **Purpose**

Masquerade endeavours to provide a safe and secure atmosphere for people with like/common interests to associate and socialize in a safe environment.

## **ARTICLE 3**

### **Membership**

All Crossdressers and Transgenders, 18 years of age and older and who are prepared to respect and honour these bylaws are welcome to join.

Spouses and significant others are more than welcome to attend and join; as long as it is for supporting our goals and not to heckle, or disrespect any member, attendee or the purpose of the group.

Membership dues will be \$ 30.00 prorated per year, and expire on the last day of February each year. An associate, non-voting membership, is extended to the wives, girlfriends, or significant other of the sponsoring member. This membership entitles you to a copy of the newsletter, access to the members area of the website and Masquerade sanctioned events.

Associate, non-voting, membership is contingent on the sponsoring member being current with their dues, and presently a member, in good standing, with the club.

## **ARTICLE 4**

### **Duties**

Masquerade Executive shall:

- a) support its members in their dressing and/or feminine objectives
- b) promote and further the purpose of the group
- c) raise and control the funds required for Masquerade's use.
- d) assist in the interpretation of the principles, policies, practises and procedures of the group.
- e) promote co-operation with other groups
- f) facilitate the registration of members
- g) suspend, or otherwise discipline, with cause, any member, guest or associate of the club
- h) furnish to the club an annual report including a financial statement and an annual recap of the past year.

## **BY-LAWS**

### **Preamble**

Masquerade Executive shall propose By-Laws, consistent with the purpose, principles and operating policies of the Group and for the regulations and duties of its officers

## **ARTICLE 1**

### **Officers**

The offices of Masquerade Executive shall consist of a Den Mother, President, Vice-President, Past President, Secretary, Treasurer, Program & Events Coordinator, and other such persons as considered necessary and whose appointment is agreed upon by the voting members.

## **ARTICLE 2**

### **Duties of Officers**

#### **President**

The president is elected at the annual general meeting of Masquerade and shall:

- a) act as chairperson of the annual general meeting, general meetings of the group and meetings of the Executive.
- b) Be Ex-Officio and member of all committees and Executive.
- c) Have the privilege of casting tie-breaking votes when necessary at any meetings.
- d) Be a signing officer of the club.

#### **Past President**

The president, on his/her retirement, shall become Past President and shall continue in that office until the retirement of his/her successor as President. The Past President shall offer advice and assistance to the Executive, as well as, retain signing authority until retirement from the position of Past-President.

#### **Vice-President**

The Vice-President is elected at each annual general meeting. In the absence of the President or in the event the President is unable to act, the Vice-President shall act for the President. If the presidency is vacant, the vice-president will automatically assume the role.

#### **Treasurer**

The treasurer is elected at each annual general meeting and shall:

- a) prepare an annual budget for submission to and for approval by the Executive and members of the group.
- b) ensure that a bookkeeping system is operating effectively and adequate documentation of all financial transactions is maintained.
- c) ensure the preparation of a monthly financial report for submission to the group
- d) ensure that a proper and complete financial statement is presented prior to the Annual General Meeting.
- e) be a co-signer, with the President, or in his absence, the Past-President of all cheques.
- f) open and/or maintain accounts in the name of Masquerade in a recognized financial institution for the purposes of conducting the financial affairs of Masquerade.
- g) that the duties also include the responsibility of collecting and recording of registrations (dues) and all other monies.

#### **Secretary**

The secretary is elected at annual general meeting of Masquerade and shall be responsible for:

- a) the recording of annual and general meeting activities and the reproduction of the minutes of these meetings for archiving in the library and on the website.
- b) have available for distribution copies of meeting minutes.
- c) That the duties include the responsibility of compiling a list of names which shall include the Officers of the Executive.

### **Program & Events Coordinator**

The program coordinator is elected at the annual general meeting of Masquerade and shall be responsible for:

- a) Organizing programs, presentations, guest speakers or activities for each monthly meeting.
- b) Provide a schedule of programs for listing in Masquerade publications.
- c) Organizing activities and outings apart from our monthly meetings.
- d) Provide a schedule of activities and outings to the Executive and members, and for listing in Masquerade publications.

### **Support Roles**

Newsletter  
Web Site  
Library  
WKEC

## **ARTICLE 3**

### **Committees**

#### **Outgoing Executive Committee**

The outgoing Executive shall be responsible, at the Annual General Meeting, for:

- a) Receiving of annual reports of the various committees
- b) Submission of financial reports and auditor's reports
- c) Holding elections for new offices.
- d) Submission of any matter permitted by the By-Laws of which notice has been given in writing to the secretary at least 60 days prior to the date of the Annual General Meeting.
- e) Make recommendations for the procedures to be followed for the commencement of the next year.
- f) Submit a suggested plan outline of group activities for the following year.

#### **New Executive Committee**

- a) The new Executive shall take office at the close of the Annual General Meeting.
- b) In the event of an unfilled position in the newly-elected Executive, the new President may ask the member formerly filling the position to remain in that role until a replacement is found and appointed. If this person is unable or unwilling to continue the President has the authority to appoint a willing member in good standing to the position.
- c) Regular General Meetings will be scheduled between March and January. A **minimum of 10 meetings (Excluding Annual General Meeting) shall be held.**

## **Executive Committee**

- a) The Executive committee shall consist of the Den Mother, President, Vice-President, Treasurer, Secretary, Program & Events Coordinator, Past President and any other person deemed necessary by the nature of the meeting.
- b) The business of the group, between regular meetings, may be conducted by the Executive Committee, which shall have control over all matters except those reserved by these By-Laws.
- c) The Executive Committee shall have the power to create sub-committees as the need arises.
- d) Fifty percent plus one member, of the Executive Committee, shall constitute a quorum.

## **ARTICLE 4**

### **Vacant Offices**

Where an office becomes vacant by death, resignation, or inability to serve, the Masquerade Executive may appoint a person to fill the vacancy for the duration of the term, providing that member in good standing has agreed to serve.

## **ARTICLE 5**

### **Tenure of Office**

Each officer of the Executive shall be elected annually without limit for re-election, with the exception of the President and Past-President. The Past-President will remain in the role until they are unwilling to continue, unable to continue, or the president leaves office. The President will be limited to two (2) one year terms, after which they will leave the position and assume the Past-President role.

### **Non-Confidence Issues**

Should a non-confidence issue arise with an Executive member, or members, the Executive has the authority to call for nominations and a re-election for that year at any time during the year for that position(s). This motion would be predicated by unanimous decision of the Executive, minus the person whose position is in question, from the Executive. The outgoing member(s) have the right to resubmit their names for election.

## **ARTICLE 6**

### **Notice of Annual General Meetings**

The Annual General Meeting shall be held in February in place of the regular monthly meeting. The notice of the Annual General Meeting shall be in writing and shall be made available to each voting member at least 60 days prior to the date of the meeting and the notice shall state:

- a) the agenda
- b) shall contain any proposed By-Law changes
- c) a list of nominations for the office should accompany the notice of the Annual Meeting, provided that the consent of nominees have been first obtained.

## **ARTICLE 7**

### **Special and/or Emergency Meetings**

Emergency Executive Meetings may be held at the request of the President, or three members of the Executive Committee, and can be by telephone or E-mail with 48 hours notice. The purpose of the meeting will be specified at the time of notice.

Special Meetings may also be called by a voting member with the support of 50% plus one of the Executive Committee.

## **ARTICLE 8**

### **Quorum**

1/2 of the officers along with 1/2 of the attending voting members shall constitute a quorum at Annual and General Meetings.

## **ARTICLE 9**

### **Voting**

- a) each voting member shall be entitled to one vote per motion at meetings.
- b) associate members are not entitled to a vote.
- c) all questions submitted to the meeting shall be decided by a majority vote of the registered members present.
- d) voting shall be by a show of hands unless 1/3 of those present request a ballot or when voting for the Executive committee, in which case the vote shall be by ballot.
- e) that in the event of a tie at any committee meeting, the presiding President / Chairperson shall be empowered to cast the tie-breaker.

## **ARTICLE 10**

### **Finances**

- a) The finances of Masquerade shall be administered by the Treasurer as directed by the Executive Committee. The necessary expenses of the group shall be met from funds secured by the membership fees and meeting dues.
- b) All funds of the Group shall be deposited to its credit in such bank or trust company as the Executive Committee shall direct. All cheques on such bank account shall be signed by the Treasurer together with anyone with signing authority for Masquerade.
- c) A proposed budget for Masquerade finances for the following year shall be presented at the Annual General Meeting or the preceding meeting for acceptance at the Annual General Meeting.

d)The fiscal year end shall be January 31<sup>st</sup>. A financial review shall be presented at the Annual General Meeting

e) An independent review of the Group finances shall be made for each fiscal year end, if requested by the Executive committee or by quorum at the preceding Annual General Meeting.

## **ARTICLE 11**

### **Amendments**

These by-laws may be amended at any Annual General Meeting of Masquerade, provided that a copy of the proposed amendments along with a copy of the original by-laws are provided with a notice of the intent to change the by-laws. Both copies and the notice must be available at least 60 days or a full two meetings, whichever is longest, before the Annual General Meeting.

All amendments to these By-Laws are subject to approval of the Executive and voting members.

## **ARTICLE 12**

### **Disbanding**

Masquerade will be considered disbanded if one of the following conditions are met:

- a) A successful non-confidence vote by the voting membership of the group on the entire Executive committee and the group is unable to fill all four Executive positions of President, Treasurer, Secretary & Membership within 60 days.
- b) There are less than eight (8) registered members for a period of 60 days
- c) A successful vote at the Annual General Meeting with 80% plus one of the entire voting membership as well as 2/3 plus one of the existing Executive voting to disband the group.

In the event Masquerade is disbanded:

- a) All membership records records will be destroyed
- b) All identifying information in the library, including photography, will be destroyed
- c) All remaining property and monies to be donated to a local charity which will benefit crossdressers and transgendered people as decided by the existing Executive.