

# **ALECC: CONSTITUTION, November 2007**

**ALECC – The Association for the Study of Literature, Environment and Culture in Canada / Association pour la littérature, l'environnement et la culture au Canada,**

**An affiliate of ASLE / The Association for the Study of Literature and Environment**

**Proposed Constitution (August 2007)**

## **ARTICLE 1. NAME**

**1.1 The name of this organization is the Association for Literature, the Environment and Culture in Canada / Association pour la littérature, l'environnement et la culture au Canada (hereafter ALECC).**

**1.2 The founding committee of ALECC first convened on June 24, 2005, at the University of Oregon, Eugene, OR, USA, during the biennial conference of the Association for the Study of Literature and the Environment (ASLE).**

## **ARTICLE 2. PURPOSE**

**2.1 The purpose of ALECC is to encourage the production and study of environmental literature and art, ecocriticism, ecotheory, and green cultural studies in Canada. Consistent with this purpose, the activities of ALECC will include, but will not be limited to, the following:**

**2.1.1 Organization of academic papers and panels, meetings, literary readings, artistic performances, and other fora.**

**2.1.2 Development of research networks.**

**2.1.3 Publication, including that of the official biannual electronic newsletter distributed to all members (currently known as *The Goose*).**

**2.1.4 The creation and maintenance of a website (currently hosted at <http://www.alecc.ca>).**

**2.2 The purpose for which ALECC is organized is educational and consistent with the meaning of the Revenue Canada Revenue Agency document, Income Tax Guide to the Non-Profit Organization (NPO) T4117 E Rev. 05, or the corresponding provisions of any future Canada Revenue Agency law.**

**2.3 Notwithstanding any other provision of these bylaws, ALECC shall not carry on any activities not permitted for an organization exempt from federal income tax under the provisions of NPO T4117 E Rev. 05 of the Canada Revenue Agency**

or the corresponding provisions of any future Canada Revenue Agency law.

## **ARTICLE 3. OFFICIAL LANGUAGES**

**3. Official correspondence will be conducted in one or more of the official languages of Canada.**

## **ARTICLE 4. MEMBERSHIP**

**4.1 Members of ALECC include artists, professors, teachers, university students, writers, and others who are interested in exploring the relationships of literature, art and culture to the environment in a Canadian context; who seek to create, understand, appreciate, and teach literature, art and culture from Canadian environmental perspectives;**

**and who wish to share their knowledge in this field.**

**4.2 Membership in ALECC is open to all persons who subscribe to the purposes of the Association set forth in these bylaws and who pay the annual dues as set by the Executive Council. ALECC shall not discriminate in any way against members or potential members on the basis of race, gender, religion, age, nationality, ethnic origin, physical disability, or sexual orientation.**

**4.3 Rights and privileges of membership include voting rights and eligibility to submit nominations, stand for election, present at conferences and other ALECC events, and receive official ALECC publications.**

**4.4 ALECC will maintain a membership roster containing the name and address of each member. ALECC will also maintain such books and records as may be required by law and are consistent with the purpose of the Association.**

**4.5 Membership in ALECC will cease when a member fails to pay annual dues or submits a written resignation to the President. Termination of membership shall be recorded in the membership roster. All rights and privileges of a member will cease upon termination of membership.**

**4.6 Changes in membership dues must be recommended and approved by a majority of the Executive Council.**

**4.7 Membership dues fund the operations and activities of ALECC, including but not limited to administrative services, governance, planning, meetings, special projects, and publications.**

## **ARTICLE 5. OFFICERS**

**5.1 The elected officer positions (Executive Council) of ALECC are: President, Vice- President, Immediate Past President, Secretary, Treasurer, and five members at large. All have voting privileges.**

**5.2 The appointed, non-officer positions may include: newsletter editor, bibliographer, mentoring coordinator, organizational liaisons, artist representative, graduate student liaison, conference director, and others.**

**5.3 ALECC aims to reflect and represent Canada's diverse geographical regions and nations, including the First Nations, in its election of officers.**

**5.4 Elected officers of ALECC will receive no financial compensation for their service.**

## **ARTICLE 6. DUTIES OF OFFICERS**

**6.1 The President will preside at meetings of the ALECC Executive Council and the general membership, and will represent the Association and its purposes to other organizations and the general public. The President will supervise the operations of ALECC in a judicious and diligent manner.**

**6.1.1 The President will report to the general membership at least annually on the state of the Association. This report will appear in the Newsletter or in a separate document sent to all members.**

**6.1.2 The President will be responsible for scheduling and arranging all ALECC meetings. In filling this and any other Association responsibility, the President may call upon other officers of the Executive Council and such ad hoc committees as the President may wish to appoint for assistance.**

**6.1.3 The President, upon approval by majority vote of the Executive Council, is responsible for appointing any non-elected officers such as the editor of the Newsletter.**

**6.1.4 The President may propose the Treasurer-prepared annual budget for Executive Council approval, authorize disbursements from the treasury, and delegate such authority as needed for a limited time to persons in charge of special projects.**

**6.2 The Vice-President will assist the President and will act as President pro tem whenever the President is absent, has resigned, or is otherwise unable to perform the duties of that office. The Vice-President is also the President-Elect and will automatically become President when the President's term expires. The Vice-President chairs the Nominating Committee.**

**6.3 The Executive Council is the primary policy-making body of the Association. It will review programming, procedures, and policies of the Association**

regularly and revise them as needed to meet the Association's purposes most effectively. The Council will meet at least once every calendar year, at the call of the President. The purpose of this meeting will be for business transaction, budgeting, planning, program review, etc.; appointed officers and others may be invited to assist the Executive Council during these deliberations. Between formal meetings, the Executive Council members may be consulted by mail, electronic mail, fax, or telephone as necessary. Decision of the Council will be determined by majority vote of those voting (whether in meeting or by correspondence), providing there is a quorum of five members.

**6.4** The Secretary will record the minutes of all meetings of the general membership and the ALECC officers, and preserve records of the actions of the Association. The Secretary will count ballots in ALECC elections and will serve as the "institutional memory" of ALECC.

**6.5** The Treasurer will maintain all financial records of President-authorized treasury transactions and disbursements, membership dues and receipts, and conference fees and expenses. The Treasurer will also ensure that ALECC operates within the restrictions of the Revenue Canada Revenue Agency document, Income Tax Guide to the Non-Profit Organization (NPO) T4117 E Rev. 05. The Treasurer is authorized to maintain bank accounts in the name of ALECC, and will maintain and annually publish the membership roster. After close consultation with the Executive Council regarding the program and financial priorities of the up-coming fiscal year, the Treasurer will prepare the annual budget and propose it for the scrutiny and passage by vote of the Executive Council. The Treasurer will report annually in writing to the ALECC officers and the general membership on the status of membership and finances.

**6.6** The Editor of the Newsletter will serve as Chair of her/his editorial board and will oversee the editing, production and distribution of the publication.

**6.7** The five elected members-at-large of the Executive Council will represent the constituents of ALECC in a caring and judicious manner, and may undertake the coordination of such forward-looking special projects or tasks that the Executive Council Association may deem appropriate for the artistic and scholarly welfare of ALECC.

## **ARTICLE 7. COMMITTEES**

**7.1** The Nominating Committee will consist of the President and Vice-President. The Nominating Committee will receive nominations and will be responsible for preparing a slate of candidates for each office of the Association for which an election will be held in that calendar year, and for determining each candidate's willingness to serve.

**7.2** Ad hoc and special project committees, task forces, etc., can be established by the Executive Council as needed.

## **ARTICLE 8. NOMINATIONS AND ELECTIONS**

**8.1** The Nominating Committee each year will provide a slate of nominees for each position to be filled in the next election. The Fall issue of the Newsletter will invite nominations from the general membership. A candidate may be nominated by any ALECC member (including her or himself), provided the candidate indicates a willingness to serve. The Nominating Committee will present its election slate to the Executive Council before the slate is offered to the general membership for voting. The Executive Council may nominate additional candidates.

**8.2** Election of Vice-President and Executive Council members will be conducted by electronic ballot and distributed to all members by November 1 of the year of election. Ballots will be due by December 1 of that year.

**8.3** In case of a tie vote, the President will break the tie.

## **ARTICLE 9. TERMS OF OFFICE**

**9.1** Elective terms of office begin January 1 of the year following elections and end on December 31 of the last year of the term.

**9.2** The President and Vice-President will each serve a term of two years, the Vice- President automatically succeeding to President when the President's term expires.

**9.3** The Immediate Past-President will serve a one-year term on the Executive Council.

**9.4** The Secretary, Treasurer and five members-at-large of the Executive Council will each serve terms of two years. .

**9.5** Terms of office for appointed officers will remain indefinite, subject to approval of the Executive Council.

## **ARTICLE 10. REMOVAL OR RESIGNATION FROM OFFICE**

**10.1** If an officer of the Association fails to carry out the duties of office, or carries them out in a way detrimental to the interests of the Association, a written motion to remove that individual from office may be placed before the Executive Council. If the motion passes, the officer in question will at that point be removed from office and will surrender to the Executive Council all documents related to that office during her or his tenure. If the officer removed

is the President, the Vice-President will assume the duties of the office. For any other elected officer of the Association, the President will appoint a replacement to serve until the next election by the general membership. For appointed officers, the President, upon the approval of a majority vote of the Executive Council, will appoint a replacement who will serve out the term and be eligible for reappointment.

**10.2** If the President resigns before the completion of her or his term, the Vice-President will assume the duties of the office and appoint a Vice-President until the next election by the general membership. If the Vice-President or an Executive Council member resigns before the completion of her or his term, the President will appoint a replacement to serve until the next election by the general membership. If the Editor of an ALECC publication resigns before that individual's term is completed, the President, upon the approval of a majority vote of the Executive Council, will appoint a replacement who will serve out the term and be eligible for reappointment.

## **ARTICLE 11. MEETINGS**

**11.1** A general membership meeting of ALECC will be held at either the ALECC or biennial ASLE Conference. One month prior to the general membership meeting, the President will invite the membership to bring forward new business for the meeting. The majority of the general members present at the meeting can vote on items presented by the Executive Council, so long as the votes are not in conflict with procedures established elsewhere in the bylaws.

## **ARTICLE 12. AMENDMENTS TO BYLAWS**

**12.1** These bylaws may be amended by a two-thirds majority vote of the full membership of the Executive Council.

**12.2** Any amendments to the bylaws thus approved will be reported to the general membership in a timely fashion.

## **ARTICLE 13. DISSOLUTION**

**13.1** ALECC may be dissolved upon recommendation of a two-thirds vote of the Executive Council and approval by electronic ballot of two-thirds of the Association's members who vote on the question of dissolution. At least one month must be allowed for return of all ballots.

**13.2** The President, Vice-President, Immediate Past President, Secretary and Treasurer shall form the Dissolution Committee and carry out all tasks necessary to concluding the business of the Association, including, but not

**limited to, placement of ALECC records and papers in a professionally maintained archive; notification to the general membership of the Association's dissolution; and finalizing any remaining publications.**

**13.3 In the event of dissolution, all assets remaining after liabilities have been met shall be disposed of in accordance with the provisions of the Revenue Canada Revenue Agency document, Income Tax Guide to the Non-profit Organization (NPO) T4117 E Rev. 05.**

**ALECC – The Association for Literature, Environment and Culture in Canada / Association pour la littérature, l'environnement et la culture au Canada, an affiliate of ASLE / The Association for the Study of Literature and Environment**