

## **Constitution of CAANS/ACEAN (revised April 2010)**

### Article I – Name

The name of the Association, in English, is “The Canadian Association for the Advancement of Netherlandic Studies” and, in French, “L'Association canadienne pour l'avancement des études néerlandaises”. Hereafter the Association is referred to as CAANS/ACEAN.

### Article II - Affiliation

1. CAANS/ACAEN is a national scholarly organization.
2. CAANS/ACAEN is a non-profit, charitable organization and is registered as such with Revenue Canada.
3. CAANS/ACAEN reserves the right to collaborate with other bodies whose interests and activities may be similar and are deemed useful to the Association.
4. Local chapters of CAANS/ACAEN may be established at the discretion of the Executive according to the following criteria:
  - (i) their names shall include only CAANS/ACAEN plus a geographic location
  - (ii) their aims shall be identical to those of CAANS/ACAEN
  - (iii) all members of the executive of local CAANS/ACAEN chapters must be members in good standing of the national association CAANS/ACAEN
  - (iv) the local chapters are encouraged to provide an annual report to the national executive. This report should include the chapter's membership list and a summary of its activities

### Article III – Aims

1. To stimulate awareness in Canada of and interest in Netherlandic (i.e. Dutch, Flemish and Afrikaans) language, literature, history and culture, and to promote their study
2. To provide a forum for discussions for the subjects discussed in III.1
  - i) by holding conferences, notably an annual conference at the same time and place as the annual congress of the Canadian Federation for the Humanities and Social Sciences
  - ii) by publishing, either alone or in collaboration with other scholarly organizations, the Canadian Journal of Netherlandic Studies / Revue des études néerlandaises, a newsletter and other publications
  - iii) by sponsoring and organizing, where appropriate in collaboration with local chapters, any appropriate cultural and scholarly activities such as meetings, presentations, lectures and discussions.
3. CAANS/ACAEN shall carry out these aims without purpose of gain and all fees, grants, donations and other income shall be used in promoting these aims

#### Article IV – Membership

1. Membership shall be open to all individuals interested in the aims of the Association.
2. To become a member of CAANS/ACAEN requires registering with the Secretary-Treasurer of the Association or with the Secretary-Treasurer of a local chapter and paying national CAANS/ACAEN dues in addition to any local chapter dues
3. Voting rights are restricted to members.

#### Article V – Governing body and officers

1. CAANS/ACAEN shall be governed by a board of directors elected by and from the general membership.
2. The board of directors shall consist of the executive committee and the following officers: the editor of the Journal, the editor of the Newsletter, the speaker convenor, the current year's program chair for the conference, the webmaster, a representative of each local chapter and up to four additional members at large.
3. Officers shall serve for two years and may be re-elected for an additional three terms.
4. Nominations for the board of directors can be made in writing to and received by the secretary-treasurer at least one month prior to the Annual General Meeting, hereafter called the AGM, or from the floor of the AGM.
5. Elections shall be by secret ballot.
6. The powers and duties of the board of directors shall be
  - i) to promote the principles contained in this constitution
  - ii) to decide on the eligibility of the local chapters
  - iii) to recommend the level of dues for membership and other fees to the AGM
  - iv) to monitor the frequency and funding of conferences
  - v) to consider and make recommendations on the general direction of CAANS/ACAEN
  - vi) to recommend changes in the constitution
7. The executive committee shall include the president, the vice-president, the secretary-treasurer, the immediate past president, and one member at large.
8. Duties and responsibilities of members of the executive committee
  - i) To administer the affairs of CAANS/ACAEN between AGMs
  - ii) The President shall generally exercise all such powers as are necessary to properly perform the duties of the office. She/he shall be responsible to and report to the AGM. The President calls and chairs the AGM and the meetings of the board of directors and of the executive committee.
  - iii) The Vice-President shall perform the duties of the President in the latter's absence.

- iv) The Secretary-Treasurer shall:
  - a) take minutes of all executive meetings, notify members of all meetings of the Association, and conduct the Association's official correspondence
  - b) keep the books of account of CAANS/ACAEN, in which shall be recorded all receipts and disbursements
  - c) render an account of the financial position of the organization whenever required by the Executive Committee
  - d) prepare a financial report for the preceding fiscal year, which shall be circulated to all members at the Annual General Meeting
  - e) present for approval to the Annual General Meeting a budget for the current fiscal year.
  - f) arrange the audits of the Association's finances

#### Article VI - Committees

- 1. Program committee
  - i) The committee shall consist of CAANS/ACAEN members appointed by the executive committee.
  - ii) The committee is charged with the preparation and organization of the annual CAANS/ACAEN conference, which is normally held at the time and the place of the annual meetings of the Canadian Federation for the Humanities and Social Sciences
- 2. Editorial Board of the Journal
  - i) The Board shall consist of the Editor of the Journal, who is appointed by the executive committee, and additional members selected by the Editor.
  - ii) The Board shall be responsible for the publication of the Canadian Journal of Netherlandic Studies/Revue canadienne d'études néerlandaises.

#### Article VII – Meetings

- 1. The AGM is the legislative body of CAANS/ACAEN and shall be held annually preferably at the time and place of the annual CAANS/ACAEN conference. The quorum of the AGM shall be ten members in good standing.
- 2. The Executive Committee shall meet at the time of the AGM. The quorum of the Executive Committee meetings shall be a simple majority of members. The Executive Committee shall remain in contact with each other throughout the year.
- 3. The meetings of CAANS/ACAEN shall be conducted according to Robert's Rules.

#### Article VIII - Dues

1. The membership dues and their duration (annual, two years, life) shall be recommended by the Board of Directors, ratified at the AGM and recorded in the minutes of the AGM.
2. Fees for conferences sponsored by the national organization shall be determined by the Executive Committee.
3. The Canadian Journal of Netherlandic Studies / Revue canadienne des études néerlandaises shall be financed out of membership fees. Additional funding may be sought elsewhere at the discretion of the Editorial Board and the Executive Committee.

#### Article IX - Constitutional Amendments

The constitution of the Association may be amended, added to or repealed by a two-thirds majority vote of those present and voting at the AGM. Notification of these changes shall be mailed to the membership not later than one month before the AGM.