

Constitution and bylaws

Saskatchewan Farm Writers Association

NAME

The name of the Association shall be the Saskatchewan Farm Writers Association (SFWA).

OBJECTIVES

1. To enhance the professional competence and status of SFWA members as journalists and communicators.
2. To enhance and improve the quality and usefulness of information provided to Saskatchewan farmers and others interested in agriculture.
3. To raise public awareness of the importance of agriculture and issues that affect it.

MEMBERSHIP

Any professional journalist, editor, or communicator who is regularly engaged in communicating agricultural information to the public shall be eligible for membership in the Association.

EXECUTIVE OFFICERS

The executive shall consist of seven (7) members. The executive will be elected by the membership, and the executive positions will be: President, Vice-President, Past-President, Secretary, Treasurer and two (2) Directors/Members at Large. One of the people in these positions will also be the Canadian Farm Writers Federation representative. Positions other than that of President may be combined.

DUTIES OF THE EXECUTIVE

The executive shall carry on the regular business of the Association and have the authority to appoint any committees necessary to further the work of the Association, the chairman of such committees to be appointed from their number.

The executive shall have financial oversight of the Association's budget, expense and revenue.

The executive shall approve all applications for membership, application being made in such a form as may be fixed by the executive.

ASSOCIATION YEAR

The Association year shall be the calendar year and commence January 1 of each year and end the following December 31.

MEETINGS

The executive shall meet on the call of the President at least two times per year. Such meetings

may be held in person, by telephone or via digital communications methods. A quorum of four directors shall be necessary to hold a meeting.

The Association shall meet at least once per year and at such other times as needed upon the call of the President.

An Annual Meeting of the Association shall be held to receive reports, elect officers for the ensuing year, review fees, provide for constitutional amendments that may be deemed necessary, and to transact such other necessary business. Notice must be given in writing at least one week in advance. A quorum of 15 per cent of the membership shall be necessary to hold the Annual Meeting.

FEES

The annual fees for the Association shall be set and amended by a majority vote of the membership at the Annual Meeting, or at a special meeting of the membership, for which notice must be given in writing at least one week in advance.

Annual fees shall be due and payable before April 30 of each year.

VOTING

Voting shall normally be by a show of hands or verbal confirmation and each member shall have one (1) vote. Motions shall be deemed passed by a simple majority count. A tied vote shall be deemed defeated.

AUDITORS

The financial records of the association shall be subject to an annual external review unless a motion is passed at the annual meeting that the external review be waived.

SIGNING AUTHORITY

Financial transactions requiring signatures shall require two signatures from among the signing officers. The signing officers shall include the Treasurer and at least two (2) other executive.

ELECTIONS

Elections will occur each year at the annual meeting. The membership shall be informed of the results of the election and the appointment of officers as soon as possible.