



Chapter II

BYLAWS

ARTICLE 1

1.01 Name

The name of this organization shall be the Ontario District Association of Chapters of SPEBSQSA, operating as the Ontario District of the Barbershop Harmony Society, a not-for-profit corporation with a charitable license, and hereinafter called the "District", incorporated under the laws of the Province of Ontario.

ARTICLE 2

Purposes and Scope

2.01 Purposes

To perpetuate the old North American institution, the barbershop quartet, and to promote and encourage vocal harmony and good fellowship among its members throughout the Ontario District by the formation in every city, town and hamlet, of local chapters, composed of members interested in the purposes of this corporation, which shall be the same as the purposes of the Society; to hold annual, local and district contests in quartet and chorus singing; to encourage and promote the education of its members and the public in music appreciation; to initiate promote and participate in charitable projects; and to promote public appreciation of barbershop quartet and chorus singing by publication and dissemination thereof.

The District activities shall be conducted without personal gain for its individual members and profits or other inurements to the District shall be used in promoting the purposes of the Society or the District.

2.02 Scope

These bylaws in their entirety, both in form and substance as well as the Society Bylaws, shall be mandatory and binding upon all districts, except that a change in terminology, form and/or substance may be permitted, subject to approval by the Society Laws and Regulations Committee acting on behalf of the Board of Directors, when necessary to comply with the laws of any nation, state or province, or when consistent with rules, regulations, policies, and operational procedures established by the Society Board.

ARTICLE 3

District Territorial Area and Membership

3.01 District Territorial Area

The geographical areas of the Ontario District shall be the Province of Ontario, except the cities of Sault Ste. Marie, Thunder Bay and Windsor.

3.02 The District shall be organized into the following Divisions:

Central Division	Northern Division
Eastern Division	Oakridge Division
Heartland Division	Peninsula Division
Western Division	

3.03 Membership

Each chartered chapter situated within the territorial limits of the District shall be a member of the District and all chapters within these territorial limits shall constitute a District Association of Chapters.

ARTICLE 4

District Governance Structure

4.01 House of Delegates (HOD)

The District HOD shall be the supreme legislative and governing body of the District and shall consist of (a) each chapter President or his designate; (b) each member of the District Board of Directors; (c) each member of the District Management Team (DMT).

To be eligible for HOD membership every delegate must have direct access to e-mail or provide an alternate e-mail address of someone who can and will forward all information on a timely basis.

4.02 Quorum

A quorum for the transaction of business by the District HOD shall be 30% of the Delegates or alternates.

4.03 Rules of Order

All meetings of the District HOD shall be conducted in accordance with Robert's Rules of Order (current edition).

4.04 Order of Business

The order of business at the District HOD meetings shall be as follows:

1. Roll call and establishing a quorum.
2. Minutes of previous meeting
3. Reports of officers including representatives of the Society Board, DMT members and committee chairs.
4. Unfinished business.
5. New business.
6. Report of Nominating Committee (fall meeting only)
7. Elections of officers. (fall meeting only)
8. Adjournment

4.05 Responsibilities and Voting Privileges

The HOD will discuss issues of common interest pertaining to the deliverance of services and resources to the chapters. The HOD will also discuss, review, confirm, amend and approve items reported and/or proposed by the District Board of Directors.

ARTICLE 5

5.01 District Board of Directors (BOD) Duties and Functions

The BOD shall consist of a President, Secretary, Treasurer, Executive Vice President and Immediate Past President. Annually, the nominating committee, as defined in the District Bylaws, will recommend a slate of officers for the four BOD positions for the following year (Immediate Past President is acclaimed). These recommendations will be presented to the current BOD at its September meeting each year. Subsequently, the nominating committee will present this approved slate of officers to the fall HOD meeting for their vote of approval. Nominations may be received from the floor at the fall HOD meeting in accordance with the District bylaws, provided that, at least two weeks prior to the date of the meeting, the required notice(s) has been given. Should more than one candidate stand for one position, a vote will be taken by show of hands to select the individual(s) for each contested position.

1. The BOD will analyze key District performance targets, formulate policies, and ensure the District is operating effectively and efficiently.
2. The BOD will amend any policies or regulations as required. The BOD will approve the committee reports and the Operating Budget for the following year.
3. The BOD shall present, as mandatory reports to the fall meeting of the HOD, the report of the Nominating Committee for review and confirmation and the proposed Operating Budget for the following year for discussion, review, amendment and approval.
4. The BOD will meet at least four times a year at a minimum. The BOD, prior to January 1 of each year, will set the dates for the four scheduled meetings. The District President will chair the meetings of the BOD. In his absence, the Executive Vice President will assume this responsibility. The District Secretary will record and distribute minutes of each meeting of the BOD.
5. The BOD and DMT members are required to attend the two HOD meetings. Only members of the BOD, DMT and Chapter Presidents (or their designates) have voting privileges. All reports from the BOD and DMT will be submitted to the District Secretary two weeks prior to the HOD meetings. The District Secretary will prepare an agenda and distribute it along with the reports of the BOD, DMT and Committees one week in advance of all District meetings.

5.02 District Work Plan

The creation of the district work plan deriving from the DMT's September planning meeting, shall be presented to the BOD by October 1st of each year.

5.03 BOD Reports

The VP Finance and District Treasurer shall prepare the District operating budget and subsequent updates for the BOD and DMT meetings. The Executive Vice President and Immediate Past President will prepare reports, as required., No reports will be submitted outside the District unless approved by the BOD.

5.04 District Bulletin (Trillium) Articles

Members of the BOD and DMT will submit articles to the Trillium editor for each issue.

5.05 Top Priorities

It is understood that the chapter is clearly the most important element in our District's structure as that is where our members enjoy most of their barbershopping experiences. The significant measure of our collective governance, leadership and operational management effectiveness will be found in the degree to which chapters successfully deliver a barbershop experience to their members.

ARTICLE 6

District Management Team

6.01 Purpose

The responsibility of the DMT is the day to day management of the operations of the District.

6.02 Priorities

The DMT will focus on those items that affect individuals, chapters, small groups and functions including such things as membership development, conventions, music schools, and chorus director development. On occasion and through the DMT, the Chapters deliver these services and resources to the members on behalf of the DMT.

The DMT deals with operational matters and committee functions, sets measurable individual and committee goals and objectives and prepares and submits performance targets and operating budgets to the BOD. It produces services and resources to all chapters and members.

Annually the DMT nominating committee will recommend individuals for each DMT position. These recommendations will be presented to the District President no later than September 1st each year and be reviewed by both the Executive Vice President and District President. The District President will appoint those recommended to the DMT for a period of one year. Such appointments will be presented to and confirmed at the fall meeting of the HOD. Should a position become vacant during the year, the District President may appoint a replacement for the balance of the term.

6.03 Membership Structure

- VP Finance
- VP Contest and Judging (must be approved by the Society C&J)
- VP Chapter Support and Leadership Training
- VP Chorus Director Development
- VP Events
- VP Marketing and Public Relations
- VP Membership Development
- VP Youth in Harmony
- Division Coordinator - Central Division
- Division Coordinator - Eastern Division
- Division Coordinator - Heartland Division
- Division Coordinator - Northern Division
- Division Coordinator - Oakridge Division
- Division Coordinator - Peninsula Division
- Division Coordinator - Western Division

6.04 Meetings

The DMT will meet four times a year at a minimum. The District President will chair the meetings of the DMT. In his absence, the Executive Vice President will assume this responsibility. The District Secretary will record and distribute minutes of each meeting of the BOD.

6.05 Reports

Individual members of the DMT will submit their reports to the District Secretary two weeks prior to each meeting. The District Secretary will distribute the DMT reports one week prior to the meeting.

ARTICLE 7

District Standing Committees

7.01 Titles

The District Standing Committees consist of the following. The District President will appoint them on an annual basis.

- Awards
- Bylaws, Operations and Policies
- Ethics
- Finance
- Harmonize for Speech
- History and Archives
- Leadership Academy - formerly Chapter Operations Training Seminar (COTS)
- Nominating
- Onta Fame
- Sing Canada Harmony

Note: - The District President may appoint task forces as necessity requires.
- Standing committees will serve for the administrative year and special committees will serve until the assigned task is completed.

District Affiliates

7.02 Titles

1. AOC – Association of Ontario Champions
2. ASOQC – Association of Senior Ontario Quartet Champions

7.03 International Affiliate Organizations

The love of Barbershop Harmony is spreading worldwide. Affiliate organizations have existed in a number of countries for some years and the number will grow. These affiliates are not Districts of the BHS, as is Ontario, but are united through sharing the same general goals.

A list of affiliated organizations can be found on the Barbershop Harmony Society's web site using the following link.

<http://www.barbershop.org/about/affiliates.html>

ARTICLE 8

8.01 Division Coordinators

Each Division Coordinator is the primary liaison between the District and the designated chapters forming a Division within the District.

8.02 Assistant Division Coordinators

Each Division Coordinator shall appoint assistants if and as required.

ARTICLE 9

9.01 Amendments

Proposals to change these bylaws shall be known as Amendments.

9.02 Adoption of Amendments

Amendments to these bylaws may be adopted at any duly constituted meeting of the District HOD as follows:

(a) Unanimous vote. By unanimous vote of the delegates present for any amendment for which written notice of the proposed amendment has been given by mail or electronic transmission to all delegates less than fifteen (15) days before such amendment is adopted.

(b) Two-thirds vote. By two-thirds (2/3) vote of the delegates present provided written notice of the proposed amendment has been given by mail or electronic transmission to all delegates at least fifteen (15) days before such amendment is adopted.

(c) Majority vote. By the majority vote of the delegates present provided written notice of the proposed amendment shall have been given by mail or electronic transmission to all members of the HOD at least 30 days prior to the time of the adoption of such amendment.

(d) By referendum held prior to the HOD meeting and properly conducted by regular mail and/or e-mail. The HOD shall be the final court of appeal of all the provisions of these Bylaws and all amendments thereto. Amendments by referendum may be initiated by any member chapter by petition only, stating clearly the amendment(s) desired and including the concurrence of at least 51% of the chapters of the District. A petition by regular mail and/or e-mail shall be directed to the District President, who shall then take steps to have the amendment(s) presented for a vote of the HOD. A two-thirds (2/3) majority affirmative vote shall cause the amendment(s) to be enacted.

ARTICLE 10

10.01 Dissolution

Should the District be dissolved at some future time, it must be done following detailed procedures outlined by the Barbershop Harmony Society's Rules and Regulations Handbook and in accordance with the laws of the Province of Ontario.