

CONSTITUTION



CAMEROON ASSOCIATION OF NORTH
WESTERNERS IN CANADA

PREAMBLE

The purpose of this constitution is to guide present and future members of the Cameroon Association for North Westerners in Canada (herein after referred to as the Association or association) by providing principles and regulations that govern this Association. In so doing, we will create an atmosphere where the Association will be run and managed smoothly, efficiently and fairly.

ARTICLE 1: NAME

1. This Association shall be known as the Cameroon Association for North Westerners in Canada, hereinafter referred to as "Association"
2. The head office of the Association shall be Toronto, Canada
3. Members of the association shall be referred to as "North Westerners"

ARTICLE 2: STATUS

1. The Association shall be a socio-cultural and non-profit making.
2. The principal business of the association shall be non-political.

ARTICLE 3: OBJECTIVE

1. The objectives of the Association are to preserve and promote the diverse cultures of the North West Region of Cameroon.
2. To build solidarity amongst North Westerners in Canada and the Diaspora.
3. To establish, build and maintain partnerships with relevant groups, organizations and institutions in Canada and Cameroon that share the values of the association
4. To assist North Westerners and their families who are new to Canada and those

already living here with vital information and resources for their wellbeing.

ARTICLE 4: FISCAL AND CALENDAR YEAR

1. The Fiscal and calendar year of the Association shall run from January 1st to December 31st each year.

ARTICLE 5: MEMBERSHIP

Membership shall be open to:

1. Anyone from the North West Region of Cameroon. See Article 4 in the Bylaws.
2. The spouse of an individual from the North West Region of Cameroon is also eligible to become member of the association even if the other spouse is not a registered member
3. In addition to Article 4 of the Bylaws, the individual must be of “sound mind” and has reached the age of accountability as defined by the laws of Ontario Province.
4. Anyone from Cameroon who will abide to the norms, traditions and governing laws of the association can be admitted as an **Associate Member** as defined in Article 4A in the Bylaws

RIGHTS AND DUTIES OF A MEMBER

5. On registration, a member shall have accepted to abide by the provisions of the Constitution of the association, Bylaws and other statutes.
6. Members shall abide by all rules, regulations and decisions of the Association.
7. Annual membership dues shall be payable to the Association.
8. Any member who is dissatisfied with the association, shall submit their complaint to the executive in writing for resolution within 30 days
9. Any member of the Association may cease to be a member voluntarily. However, any existing member who does not want to continue as a member should notify the Executive Council in writing or verbally during a monthly meeting.
10. Any member in good standing is entitled to membership benefits as stipulated in the

bylaws.

11. Members shall promote the objectives of the Association and restrain from pursuing any course of action that may be inconsistent with the interests of the Association.
12. Membership may be suspended or terminated for poor conduct or for violation of the Association's Constitution, By-Laws or other governing rules. Any member accused of an infraction or violation of the Constitution and/or other governing Rules and Regulations of the Association shall be provided an opportunity to present arguments/evidence in his or her defense. The Executive Council President shall appoint an ad hoc Disciplinary Committee to review each case, taking into consideration the accusation and all arguments and evidence presented by the parties in their totality, and arrive at a decision based on arguments and evidence presented.
13. The Disciplinary Committee shall then report its recommendations to the Executive Committee. They shall review the recommendations of the Disciplinary Committee and submit its conclusions before the General Assembly. The individual(s) found guilty of the infraction(s) can be suspended or expelled on the basis of a simple majority vote against the individual(s) by registered members present at the General Assembly. A recommendation to expel a member shall be adopted only after the Association has exhausted every avenue of settlement or reconciliation available to the Association. Any member who is expelled forfeits all the rights and privileges that comes with membership in the Association.

ARTICLE 6: MEETINGS

1. The Association shall hold monthly meetings
2. The Executive Council shall meet as required to conduct the business of the Association.
3. The Association shall hold an Annual General Assembly meeting once a year scheduled anytime within the months of September and December.
4. All meetings shall be open to every member, however only registered members shall have the right to vote.

ORGANS OF THE ASSOCIATION

5. To ensure the effective running of the Association's activities and projects, and to ensure accountability of its resources, the Association shall be organized as follows:
6. The General Assembly (all registered members)

7. The Executive Council or Executive Committee (elected officials)
8. The Advisors

ARTICLE 7: THE GENERAL ASSEMBLY

1. The General Assembly shall constitute all registered members of the Association.
2. The General Assembly shall elect members of the Executive Council following the procedures outlined in the By-Laws. During the voting process, each member shall be entitled to one vote.
3. A General Assembly meeting may be held at any time at the request of the Executive Council or at the request of two-thirds of the members.
4. It shall deliberate on and adopt projects to be carried out by the Association based on recommendations from appropriate committees.
5. Resolutions shall be adopted by a simple majority of members that constitute a quorum as defined in the Article 7.4 of the Bylaws.
6. The General Assembly shall deliberate and take action in case of non-compliance with the statutes of the Association's Constitution, By-Laws, and/or other rules governing the Association.

ARTICLE 8: EXECUTIVE COUNCIL

1. Elected officers shall constitute an Executive Council empowered to conduct the affairs of the Association.
2. The functions and duties of the Executive members shall be defined in the Bylaws.
3. **The executive council shall comprise of at least:**
 - 1) Chief Executive Officer (also referred to as the President)
 - 2) The Vice-President

- 3) Chief Administrative Officer (also referred to as the Secretary General)
- 4) Financial Director
4. In addition to Article 8 section 2 of this Constitution, the Bylaws shall stipulate any additional executive office positions needed for the smooth functioning of the Association
5. Any elected member of the Executive Council who misses three consecutive meetings without valid cause during the year following his election shall be subject to a sanction from the General Assembly.
6. Any officer, whose actions or comments are detrimental to the Association or its objectives, shall be sanctioned by the general assembly after due deliberation.
7. Any member of the Executive Council who wishes to resign must first notify the executive committee at least one week prior to a general assembly meeting and then present their resignation letter in person at a general assembly. The general assembly shall have a month to deliberate on the resignation and make a decision.

ARTICLE 9: ELECTIONS

1. Officers of the executive council of the association shall be elected by organized ballot during the Annual General Assembly meeting. Prior to the Annual General Meeting, the General Assembly shall create a committee to oversee the conduct of the elections.
2. The term of office for each elected position **shall be two(2) years**. Officers may be re-elected for a second term of office. The term limit shall be defined in the Bylaws.
3. To be sworn into an Executive Council office, the candidate must have been a registered member of the association for at least one full year (365 days).
4. Members running for office shall be nominated and seconded respectively by two members during an ordinary general meeting. The member so nominated must accept the nomination for the position before his/her name will be written into the record to stand for elections.
5. Eligibility to be nominated and elected into the Executive council shall be stipulated in the Bylaws.
6. The rules for replacing a vacant elected Executive Office (other than that of the President) for what so ever reason shall be defined in the Bylaws.

7. BALLOTING:

- 7.1 Voting shall be conducted by either secret ballot casting or by raising of hands. Either indication designating a simple majority shall determine the winner or person to hold an office.
- 7.2 Acclamations shall only be accepted when there is only one (1) candidate for the position.
- 7.3 Absentee ballots shall only be accepted from active members who have with prior consultation with the candidate for the Association office publicly stated their willingness to be elected to that position. If a candidate does not win in one category/office he/she has the right to be considered for another position. However, any absentee ballots in the person's name, but not designating the new office shall not be accepted.

ARTICLE 10: COMMITTEES

1. The Executive Council may appoint special committees to execute projects of the Association. Every committee should have a special function and mandate and shall report directly to the Executive Council.
2. The General Assembly can call for a Special committee to be created for a particular purpose. This can be done in a monthly meeting or in consultation with the Executive Council.

ARTICLE 11: REGISTRATION

1. Each member of the Association shall pay a yearly Membership fee.
2. Anyone below eighteen (18) years shall not pay the membership fee.
3. The new member shall be handed a copy of the constitution, Bylaws and other documents within 24 hours using the fastest means necessary by the Executive Council
4. The registration fee for new members and old members shall be stipulated in the Bylaws.
5. The executive council have the right to change the yearly membership fee provided they properly inform all registered members as defined in the Bylaws.

6. The Financial Director of the Association will ensure the collection of all financial dues from members.
7. The membership fee and any other dues are non-refundable to any member who decides to leave the Association.

ARTICLE 12: ATTENDANCE

1. All members of the Association are encouraged to attend all monthly meetings and the Annual General Meeting.
2. In case a member is unable to attend a session; He or She should inform the Association before the start of the meeting.
3. Any registered member who does not attend twelve meetings in a year without any substantial reason will be deemed as having abandoned the Association, and the Executive Council will make a decision on His or Her Membership.

ARTICLE 13: CHILDREN AFFAIRS

1. The provisions guiding the welfare and wellbeing of registered members children (age from One (1) day to seventeen (17) years old) shall be stipulated in the Bylaws.

ARTICLE 14: AMENDMENTS OF THE CONSTITUTION

1. The Constitution may be repealed or amended by a two-thirds majority vote of the regular members present at a meeting of the Association called for that purpose.
2. Major amendments of the Constitution may be done at the Annual General Assembly meeting.
3. The constitution cannot be amended more than two times within a fiscal year (between January and December).

ARTICLE 15: DISSOLUTION

1. The Association shall not be dissolved, except with the consent of at least three quarters of the total voting members of the Association present at the General Assembly meeting convened for this purpose.
2. **The Association shall be dissolved and restructured if the North Region of Cameroon is renamed or if the geographic boundaries are altered.**
3. In the event of the dissolution of the Association, assets will be disposed of as provided by the laws of Canada.

ARTICLE 16: TRANSITIONAL PROVISIONS

1. The whole of Article 9 of this Constitution shall be enforced as of 1st October 2019

ARTICLE 17: AMENDMENTS

1. ADOPTION OF THE CONSTITUTION AND BY LAWS DATE: 14th February, 2009.
2. AMENDMENTS TO THE CONSTITUTION AND BYLAWS, ADOPTED DECEMBER 12, 2009
3. FURTHER AMENDMENTS TO THE CONSTITUTION AND BYLAWS, ADOPTED FEBRUARY 12, 2011.
4. AMENDMENTS TO THE CONSTITUTION AND BYLAWS, ADOPTED MARCH 10, 2012
5. **FURTHER AMENDMENTS REQUEST TO THE CONSTITUTION AND BYLAWS, ADOPTED FEBRUARY 10, 2018.**
6. **AMENDMENTS TO THE CONSTITUTION AND CREATION OF NEW BYLAWS, ADOPTED July XXXX 2018**