

Constitution

The Vancouver Medical Association

1. The name of the Society is “The Vancouver Medical Association”.
2. The purposes of the Vancouver Medical Association are:
 - (a) To promote the highest quality of health service delivery for the people of British Columbia
 - (b) To promote the integrity and honour of the medical profession
 - (c) To represent physicians practising in the Greater Vancouver Area
 - (d) To advance the professional and economic welfare of physicians in the Greater Vancouver area
 - (e) To recognize outstanding contribution and service to and by physicians in the Greater Vancouver area
 - (f) To participate in the British Columbia Medical Association as the representative of the members of the Society
 - (g) To charge and collect fees, to expend monies to defray expenses and to promote and further any of the purposes of the Society
 - (h) To provide advisory or other assistance to and by individuals or groups having a purpose or purposes similar or beneficial to those of the Society

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Bylaws of**

The Vancouver Medical Association

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BYLAWS

THE VANCOUVER MEDICAL ASSOCIATION

BYLAW 1 MEMBERSHIP

Section A – Ordinary Members:

1. Ordinary Members

Ordinary members shall be duly qualified practitioners, licensed to practice in British Columbia, members in good standing of the British Columbia Medical Association whose practice or regular employment is in the Greater Vancouver area.

Section B – Other Members:

1. Retired Members

Retired members will have the same privileges as ordinary members and will remain on the roll of the Vancouver Medical Association with a reduced fee.

2. Privileged Members

All privileges of the Association, except voting, may, at the discretion of the Executive Committee be extended to residents of the City Hospitals and to certain qualified practitioners.

3. Life Members

Members whom the Association may wish to honour may be elected to life membership by the Executive Committee with all the privileges of ordinary members.

4. Medical Students and Residents

Medical students and residents, and physicians in first and second year medical practice, shall be eligible for membership and shall pay a reduced fee established by the Executive Committee.

BYLAW 2 EXECUTIVE MEMBERS

Section A - Officers

The Officers of the Association shall consist of a President, President-Elect, Honorary Secretary and Honorary Treasurer.

Section B - Executive Committee

The Executive Committee shall consist of the President, the immediate Past President, President-Elect, Honorary Secretary, Honorary Treasurer, and five elected members. The Executive Committee and elected members shall each be a member in good standing of the Association as qualification for their office.

Section C - Executive Term of Office

The officers and elected members of the Executive Committee shall be elected from the members of the Association for a term of two years and shall assume office at the conclusion of the Annual Meeting. Upon retirement any officer of the Executive Committee shall be eligible for re-election.

Section D – Appointed Members

Members appointed by the Executive do not have voting privileges.

BYLAW 3 STANDING COMMITTEES

Chair of the Standing Committees shall be appointed by the Executive Committee.

BYLAW 4 MEETINGS

Section A - Annual Meeting; The Annual Meeting shall be held in May.

Section B - General Meetings; General Meetings shall be held at the call of the President and the Executive Committee.

Section C - Special Meetings; Special Meetings may be called at any time by the President with or without the written request of twenty members. Seven days notice of such meeting, slating its purpose, must be given. Only this purpose shall be transacted at such a meeting.

Section D - Annual Osler Dinner;

The Association shall hold an Annual Osler Dinner. There shall be an oration called the Osler Lecture, delivered each year by a prominent member of the profession, selected by the Executive Committee, to honour the memory of Sir William Osler.

BYLAW 5 PRIMUS/PRIMA INTER PARES

The Association shall, as a mark of esteem and appreciation for services rendered to the Association and the profession, confer the degree of Primus/Prima Inter Pares (First Among Equals) upon one or more of its members. Diplomas for the degree shall be presented at the Annual Osler Dinner.

BYLAW 6 FISCAL YEAR

The fiscal year of the Association shall be from the 1st of January to the 31st of December.

BYLAW 7 SEAL

The Association shall possess a seal which may be affixed to any of its official documents. The seal shall be kept in safe keeping at the Executive Office of the Association.

BYLAW 8 ELECTIONS

1. The officers and elected members of the Executive Committee shall be elected by ordinary members.
2. Nominating papers will be circulated to ordinary members 4-6 weeks prior to the Annual Meeting.
3. Nominations must be submitted to the Honorary Secretary in writing accompanied by the written consent of the nominees 2-3 weeks prior to the Annual Meeting.
4. All voting for the election of the Executive Committee in the Association shall be by majority at the Annual Meeting.
5. Tabulation of votes and election of the Executive Committee shall be on a "plurality" vote basis.

BYLAW 9 DUTIES OF OFFICERS

Section A - President

1. The President shall preside at all meetings of the Association, and shall enforce the observance of the Constitution and Bylaws; call special meetings and perform such other duties as may pertain to his office.
2. The President shall, by virtue of his office, be a member of all committees of the Association.

Section B - President-Elect:

1. The President-Elect shall render assistance and shall perform the duties of the President

during his absence.

2. In the absence of both the President and the President-Elect a deputy shall be elected by the members present at the meeting.

Section C - Honorary Secretary:

1. The Honorary Secretary shall keep a record, in minute books provided for the purpose, of all proceedings of the Association at General and Special Meetings and meetings of the Executive Committee.

2. He/She shall receive nominations and be responsible for the preparation of ballots, and shall notify members of all meetings and state, in so far as possible, the business to be transacted. The Honorary Secretary shall notify officers and members of committees of their election or appointment and outline to them the duties in connection therewith.

3. He/She shall conduct the correspondence of the Association, keeping copies and files of all correspondence and documents in connection with the affairs of the Association.

4. He/She shall receive all applications for membership, notify members of their election and maintain the membership roll.

5. He/She shall have custody of the corporate seal and shall affix same to any document upon order of the Executive Committee.

6. He/She shall perform such other duties as may pertain to the office, and deliver to the successor all files, correspondence, reports, corporate seal and documents pertaining to his office.

Section D - Honorary Treasurer:

1. The Honorary Treasurer shall receive all monies due to the Association, and shall deposit same to the credit of the Association in a Chartered Bank.

2. He/She shall pay by cheque, signed by himself in conjunction with the President or Honorary Secretary, only such accounts as have been approved for payment by the Executive Committee.

3. He/She shall keep account of all monies received and disbursed, and give a statement of all monies in his care to the Executive Committee when requested.

4. He/She shall perform such other duties as may pertain to the office, and shall deliver to the successor all money, statement of accounts, books, papers and other documents pertaining to his office.

Section E - Executive Committee:

1. The Executive Committee shall regularly meet prior to the General Meetings and whenever convened by the President. It shall transact the general business of the Association and shall from time to time present to members such recommendations regarding administration as may be deemed necessary. It shall have power to engage and discharge such employees as the Association may direct and shall have jurisdiction and control of their respective duties and responsibilities. It shall deliberate on all disputed matters of a professional nature and refer its decisions to the Association for endorsement. It shall have the power to fill any casual vacancies which may occur among the committees. It shall arrange programs and meetings, and perform such other duties as may be in its jurisdiction.

2. Four members shall constitute a quorum of the Executive Committee. In case of a tie the Chair shall have the deciding vote.

3. The Executive Committee shall hold in Trust on behalf of the Association all invested funds and real property belonging to the Association, and shall collect and be responsible for income from such invested funds and real property. The Executive Committee shall submit a report at the Annual Meeting of all monies held in Trust.

BYLAW 10 ANNUAL DUES

1. Each ordinary and associate member shall pay an annual due, the amount of which shall be determined by the Executive Committee.
2. Members who have paid the current year's dues, and who may be out of practice for six months or more, may apply to the Executive Committee in writing for a rebate; such rebate may be granted at the discretion of the Executive Committee.
3. Life members shall pay no membership dues.

BYLAW 11 NON-PAYMENT OF DUES

Members whose dues are unpaid as at December 31st of the following year shall on that date be deprived of all privileges of membership.

BYLAW 12 CHANGE OF ADDRESS

Members whose office address may be changed shall immediately give notice of such change to the Executive Office.

BYLAW 13 ELECTION OF NEW MEMBERS

Section A - Ordinary Members;

All applications for membership in the Association must be made on a form prescribed by the Association. No candidate for membership shall be eligible unless he is a member of the BC Medical Association.

Section B - Retired Members:

Rules governing admission to ordinary membership shall also apply to the election of Retired Members.

Section C - Privileged Members:

Privileged members may be admitted at the discretion of the Executive Committee.

Section D - Life Members:

Life membership shall be conferred by the Executive Committee, and names shall appear on the agenda of the forthcoming General Meeting.

BYLAW 14 QUORUM AND VOTING

Section A - Quorum;

Members present shall constitute a quorum at any General or Special Meeting.

Section B - Voting;

A majority vote by members present at any General or Special Meeting shall decide all questions except where a two-thirds majority is required in the following;

- (a) In rescinding a previous vote
- (b) In approving the formation of a special section of the Association

- (c) In censuring, suspending, or expelling a member
- (d) In dismissing an officer
- (e) In issuing debentures
- (f) In amending this Constitution and Bylaws therein.

Written notice of (a) to (f) must be given with the notice calling the meeting.

BYLAW 15 STANDING COMMITTEES

Section A - Election and Officers;

1. Chair of Standing Committees are appointed by the Executive Committee and must start within one month after the Annual Meeting.

Section B - Nomination Committee;

The Nominations Committee shall consist of the President, Past President of the Association, and one member at large. The Past President shall be the Chair.

BYLAW 16 ETHICS

The Association shall be governed by the Code of Ethics of the Canadian Medical Association.

BYLAW 17 DISCIPLINE

1. Any member found guilty of a criminal offence or gross misconduct as a physician or as a citizen, or who contravenes any of the Bylaws or articles of the Constitution, shall be liable to censure, suspension or expulsion.

2. All charges against a member must be made in writing to the Executive Committee for deliberation. The Executive Committee may, at their discretion, summon the member charged to appear before them.

BYLAW 18 BORROWING POWERS

1. The Executive Committee may from time to time, at their discretion, borrow or raise, or secure the payment of any sum or sums of money for the purpose of the Association in such manner, and on such security as it may deem advisable.

BYLAW 19 RULES OF PROCEDURE

Rules of procedure shall be in accordance with the current edition of Robert's Rules of Order.

BYLAW 20 AMENDMENTS

1. The Constitution and Bylaws may be amended, added to, or repealed by an extraordinary resolution carried by a majority of not less than two-thirds of such members entitled to vote as are present in person at a Meeting.

2. Written notice of such an extraordinary resolution must be given to the Honorary Secretary at least six weeks prior to the Meeting, signed by one proposer and one seconder.

3. Proposed amendments to the Constitution shall be mailed to all members entitled to vote at least four weeks prior to the meeting at which such amendments will be proposed.

BYLAW 21 INSPECTION OF BOOKS AND RECORDS

Members may inspect the books and records of the Association at the office of the Association on any weekday.

BYLAW 22 ORDER OF BUSINESS AT GENERAL MEETING

1. Call to order at 8:00 pm
2. Approval of minutes
3. Business arising out of minutes
4. Treasurer's Report
5. Report of Committees
6. Unfinished business
7. New business
8. Introduction of Officers
9. Adjournment

Revised May 2005