



Canadian Bhutanese Society

Cultural Preservation through community participation

Constitution of Canadian Bhutanese Society

Article - one

- 1.1 The name of the incorporated society is called the Canadian Bhutanese Society of Lethbridge, Alberta, herein after referred to as CBS
- 1.2 The registered office of the society shall remain in Lethbridge in the province of Alberta, Canada.
- 1.3 The initial address of the office is 529 Edinburgh Rd W, Lethbridge, AB. T1J 5A8.

Article - two

2.1 Vision

- 2.1.1 The society shall be a voluntary, non-political, non-profit social organization established to promote and protect culture, and support the community to integrate to Canadian Society.

2.2 Mission

- 2.2.1 The Canadian Bhutanese Society, Lethbridge shall work for the socio-cultural integration, as well as advancement of Bhutanese in the streamline of Canadian Society. It shall be a platform for sharing and communicating common issues related to Canadian Bhutanese in Lethbridge. The society shall work for the quality of life through support and shared responsibility. It shall promote adequate atmosphere for the preservation and enhancement of intercultural relationship among different communities remaining within the jurisdiction of the Federal, Provincial, Municipal and local governments

2.3 Core values

- 2.3.1 Integrity: we deal honestly and fairly with the public and one another.
- 2.3.2 Excellence: we strive continually to learn and improve so that we may achieve the highest ideals of public service.
- 2.3.3 Respect: We embrace each other's differences to enrich the wellbeing of everyone.
- 2.3.4 Team Work: We work together to make Bhutanese better.
- 2.3.5 We are stewards: We are faithful to the purpose for which resources are given and manage them in a manner that brings maximum benefit to the Bhutanese community.
- 2.3.6 Commitment: Canadian Bhutanese Society is committed to achieving excellence in meeting the needs of the Bhutanese Canadian people it serves by continuous improvements of its programs, processes and services. CBS is committed in putting all effort on the transparency of communication about working practices.

2.4 Purpose

- 2.4.1. To establish, maintain and support a house of worship with services conducted in accordance with the tenants and doctrines of the Hindu Faith.
- 2.4.2 To provide education, counselling and other support services for immigrants and refugees in need, including language instruction, employment training, job search programs, translation services and information programs on Canadian culture and life.

205, 1221 2 Avenue South, Lethbridge AB Canada T1J 0E4

E-mail cbslethbridge@gmail.com Phone # 587 425 2188

www.cbsalberta.org



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Article – Three

- 3.1 Membership
- 3.2 Four Categories

- 3.2.1 Voting Members: Bhutanese settled in Lethbridge or non –Bhutanese married to Bhutanese, above 18.
- 3.2.2 Members in formation: Bhutanese settled in Lethbridge, below the age of 18.
- 3.2.3 Associate members: Any non-Bhutanese who supports and abides by society's constitution.
- 3.2.4 Honorary members

Article – Four

- 4.1 Meetings
- 4.2 Four type of meetings
 - 4.2.1 Annual General Meeting: Society holds its AGM no later than March 30th of each Calendar year.
 - 4.2.2 Regular Meeting: Board shall hold at least four regular meetings per calendar year.
 - 4.2.3 Special Meeting: As Board determines
 - 4.2.4 Emergency Meeting: Whenever needed.

Article – Five

- 5.1 Organizational management
- 5.2 Board Members: Apex Council and Executive body.
 - 5.2.1 Apex Council shall consist of a male and a female from each distinctive community/caste from Bhutanese population, nominated by consensus from voting members of the respective community/caste.
- 5.3 Executive Board: Minimum of five elected members, elected by the voting members of the CBS
 - 5.3.1 The Board shall comprise of at least five or more officers consisting of the Chair, President, Vice President, Secretary, Treasurer, Cultural Coordinators, Sport Coordinator and special event coordinators.
- 5.4 Officers: May be hired to perform certain work
- 5.5 Terms of office: All appointments to the Board shall be for a three (3) year term. No person shall serve more than two (2) consecutive terms unless a majority of the Board, during the course of a Board meeting at which a quorum is present, votes to appoint a Board of Director to one (1) additional year. No person shall serve more than seven (7) consecutive years.
- 5.6 Resignation: Each Board member shall have the right to resign at any time upon written notice thereof to the Board Chair
- 5.7 Vacancy: The vacancy may exist due to death, resignation or removal of any Board members. The openings will depend upon the remainder of the term with the discretion of the Board.



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Article – Six

- 6.1 Dedication of Assets: Members of the Society shall be notified of the dissolution or liquidation of the Society. The membership, with a simple majority of the members voting, shall decide at the annual meeting to dissolve the Society.
- 6.2 Liquidation of the society: In the event of dissolution, any assets of the Society shall be applied by the Board members in furtherance of the Society's aims. Any of the remaining assets shall be distributed to a non-profit fund, foundation, society or corporation that is organized and operated exclusively for charitable purposes.

Article – seven

- 7.1 Standard of Care
 - 7.1.1 Conflict of Interest: The purpose of the Conflict of Interest policy is to protect the Organization's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of one of its officers or directors, or that might otherwise benefit in the private interest of one of its officers or directors, or that might otherwise result in a possible excess benefit transaction.
 - 7.1.2 Duty to Disclose: In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Board members, who are considering the proposed transaction or arrangement.
- 7.2 Procedure and Records: All minutes of the Board Meetings, when applicable, shall contain the following information:

Article – Eight

- 8.1 Finance
 - 8.1.1 Maintenance and inspection of articles and by-laws: The Organization shall keep at its principal office the original or a copy of its Articles of Incorporation and Bylaws as amended to date, which shall be open to inspection by the director's at all reasonable times during office hours
 - 8.1.2 Maintenance and inspection of the records: The Organization shall keep adequate and correct books and records of accounts, and written minutes of the proceedings of the Board and committees of the Board. All such records shall be kept at a place or places as designated by the Board and committees of the Board, or in the absence of such designation, at the principal office of the Organization.
 - 8.1.3 Preparation of annual general meeting: The Organization shall prepare annual financial statements using accepted accounting principles.
 - 8.1.4 Report: The Board shall ensure an annual report is to be sent to all directors within 120 days after the end of the Organizations fiscal year including assets, liabilities and any other fund.
 - 8.1.5 Audit: The books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by a duly accountant or by two members of the Society elected for that purpose at the annual meeting.
 - 8.1.6 Seal of the society: The Board may adapt a seal and the secretary has control and custody of the seal, unless Board decides otherwise.
 - 8.1.7 Fiscal year: Shall begin January 1st and end on December 31st of each calendar year.

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Article – Nine

9.1 Amendment

9.1.1 These constitution may be adopted, amended or repealed by the vote of the 2/3 majority of the incumbent Board members. Such action is authorized only at a duly called and held meeting of the Board members for which written notice of such meeting, setting forth the proposed constitution revisions with explanations therefore, is given in accordance with these constitution. If any provision of these constitution requires the vote of a larger proportion of the Board than is otherwise required by law, that provision may not be altered, amended or repealed by that greater vote.

Constitution drafted and brought to implementation by;-

..... President	 Signature		
..... Vice President	 Signature	 Vice President	 Signature
..... Secretary	 Signature	 Treasurer	 Signature
..... Sports Coordinator	 Signature	 Sports Coordinator	 Signature
..... Cultural Coordinator	 Signature	 Cultural Coordinator	 Signature
..... Cultural Coordinator	 Signature	 Cultural Coordinator	 Signature
..... Event Coordinator	 Signature		

9.1.2 Effective Date: Effective immediately after approval from Board members and amended by AGM held at Lethbridge Boys and Girls club on 10th of March 2019.