

The Constitution for the McGill Chapter of ACE (Advancing Canadian Entrepreneurship) Hereinafter referred to as the "ACE McGill Constitution"

Article I: Name

1.1 ACE McGill, also referred to hereinafter as "the Club".

Article II: Mandate

2.1 The club's mandate shall be to:

- Promote entrepreneurship among students, peers and members of the Montreal Community.
- Introduce and run projects and events that contribute to the welfare of Montrealers and the experience of club members.
- Serve as a liaison between the small business community and McGill's pool of student talent.

- Network with local small business organizations and make their resources available to its members.

Article III: Membership

3.2 Only Student Society of McGill University (SSMU) members are eligible to be elected onto the executive council and hold voting privileges
3.3 Association within the non-votional

Article IV: Executive Council

4.1 The "Executive Council" (EC) shall administer the Club and oversee its events.

4.2 The EC shall be composed of no less than the following 3 portfolios

- President
- Treasurer
- Projects Managers

4.3 The EC shall meet as frequently as it deems fit.

4.4 At least 60% of all EC members must be present for a quorum to be met.

4.5 No vote shall be considered legitimate unless a quorum is met.

# Article V: Portfolios

5.1 The President Shall

5.1.1 Be the chief executive officer, chief representative and chief spokesman of the club.

5.1.2 Oversee all aspects of the club.

5.1.3 Ensure the smooth running of the club as a whole through facilitation of, and mediation with, the various EC portfolios with a vision that is consistent with the club mandate.

5.1.4 Chair all EC meetings.

5.1.5 Although the president has the right to vote in all EC elections, they are given an extra vote in the event of a deadlock.

5.1.6 Cosign all financial transactions with the treasurer.

5.1.7 Be a signing officer for the club's bank account with the treasurer.

5.2 The Treasurer Shall:

5.2.1 Keep track of the club budget.

5.2.2 Co-sign all financial transactions with the president.

5.2.3 Be a signing officer with the president for the club's bank account.

5.2.4 Chair all EC meetings where the President is not present.

5.3 The Project Managers shall:

5.3.1 Be separately and jointly responsible for all projects that they manage.

5.3.2 Attend all meetings of the EC unless special circumstances arise.

5.3.3 Take part in all votes and elections.

### Article VI: Fees

6.1 There shall be no membership fees to join the club as a general member, nor shall there be any fees to join the ranks of the EC.

### Article VII: Finances

7.1 The treasurer shall maintain running accounts for the club, which shall be made available to the President upon a 24 hour request.

7.2 All financial records will be audited once at the end of each semester by a non-treasurer member who will be elected for this purpose once each semester.

### Article VIII: Meetings

8.1 There shall be a mandatory meeting of the EC in March for the purpose of electing the following year's President.

8.2 Regular EC meetings shall be held throughout the fall and winter terms.8.3 Special Meetings shall be called at any time deemed necessary by the EC and/or President.

8.4 All general members are allowed to attend the EC meetings however priority seating goes to EC members and general members do not have voting privileges.

## Article IX: Electoral Procedures

9.1 The Vice-President (Clubs and Services) of SSMU or his/her representative shall be the Chief Returning Officer (CRO) with final authority over electoral procedures and validity of results.

9.2 The VPCS and all members must be notified of the date of the general meeting 2 weeks in advance to the date of the General Meeting called for election purposes.

9.3 Elections are to be held before March 31<sup>st</sup> during the previously mentioned General Meeting.

9.4 Elections are to be conducted by Secret Ballot.

9.5 Ballots must be kept in a secure place for 5 weeks after the date of the vote.

9.6 All posts shall be voted in by a simple majority.

9.7 The president and treasurer shall be voted in during the aforementioned General Meeting before March  $31^{st}$ .

9.8 Only the Executive Council (EC) shall have voting rights.

9.9 The project managers shall be voted in at any time throughout the year alongside the projects they will be managing. The dual approval of person and project is mandatory to the election. A project manager can be brought in to co-administer an already existing project.

9.10 Every year the EC will consist of the general membership from September 1<sup>st</sup> until September 30<sup>th</sup>. Starting October 1<sup>st</sup> and until the term of March 31<sup>st</sup>, the EC shall consist of the President, Treasurer and Project Managers.

### Article X: Affiliations

10.1 The Club shall be affiliated with ACE Canada (Advancing Canadian Entrepreneurship) and the global SIFE network (Students In Free Enterprise).

### Article XI: Constitutional Amendment Procedure

11.1 Any member of the Executive Council may propose an amendment to the constitution.

11.2 In order to amend the constitution a two-thirds majority vote at an EC meeting must be in favor of the proposed amendment. This explicitly means two thirds of all standing EC members, not two thirds of the quorum. A quorum must be reached for the vote to take place.

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11.3 All amendments shall be ratified by the SSMU council before they take effect.

### Article XII: Bylaws and Policies

12.1 The club shall create and maintain bylaws that cover the operations of the club which are not specified in the Constitution.

12.2 The club's bylaws shall not contravene the Constitution.

# Article XIII: SSMU Constitution

13.1 In case of any inconsistencies between the Club Constitution and the SSMU Constitution and By-Laws, the SSMU Constitution and By-Laws shall take effect. 13.2 If there are any areas not covered in this Constitution, the SSMU Constitution and By-Laws shall take effect.