

The Federation of  

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the Daughters of  

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the British Empire.



BY-LAWS  
OF  
The Federation of the  
Daughters of the British Empire.



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# BY-LAWS.

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## CORPORATE NAME.

1. The corporate name of the Association shall be "The Federation of the Daughters of the British Empire."

## HEAD OFFICE.

2. The Head Office of the Association shall be in the City of Montreal.

## OBJECTS.

3. The objects of the Association are to encourage love of country, and to foster patriotism and a bond of union among the women of the British Empire throughout the world, and for mutual instruction and recreation.

## MEMBERSHIP.

4. All women born in the United Kingdom of Great Britain and Ireland and the Colonies, or who are British subjects by birth, adoption or residence, and all women who may be born in foreign lands of British parents, may become members of the Association.

## ADMISSION.

5. Every candidate for admission shall be proposed by one member and seconded by another.

## ENTRANCE FEE.

6. The annual subscription shall be One Dollar, and be payable in advance on the First day of March in each year. No person shall be entered as a member until she has paid such subscription. A member by subscribing one hundred dollars (\$100.00) may become a Life Member, and registered as such in the books of the Association.

## MOTTO AND BADGE.

7. The badge of the Association shall consist of a shield bearing the British Arms, and the motto shall be—"For King and Country"—"Pro Rege et Patria." Members shall wear their badges at all meetings, and on formal occasions, and as constantly as possible.

## MEETINGS.

8. The Annual Meeting of the Association shall be held on the anniversary of "Majuba" Day, twenty-seventh February. Should such

date fall on a Sunday, the meeting will be held on the following day.

The Elections shall be by ballot.

All Special Meetings may be called by the President, or by a request in writing addressed to the President, signed by at least ten members.

Notice of the Annual and of all Meetings shall be given by circular addressed and mailed to each member, of the time and place where such meeting shall be held, and notice of all meetings may be published in one or more Montreal papers, if so decided upon by the Board.

#### COMMITTEE MEETINGS.

9. The General Committee shall meet twice every month at such time and place as may be fixed. Notice of such meeting shall be given by circular at least forty-eight hours before such meeting shall take place.

#### BOARD OF DIRECTORS.

10. The affairs of the Association shall be conducted by a Board of sixteen Directors, any nine of whom shall be a quorum. All Directors shall retire annually, but shall be eligible for re-election.

The President shall preside at all Meetings of the Association and of the Directors, and shall sign all minutes thereof on approval, and shall superintend the operations of the Association generally, She shall direct the Secretary to convene Special Meetings of the Association or of the Directors when she shall deem it necessary so to do, or at the request of not less than ten members, made to her in writing, specifying the object for which the Meeting is to be called. She shall sign all cheques and orders for money with the Treasurer.

The Vice-President shall, in the absence of the President, perform all the duties and be vested with the authority appertaining to the President. In the absence of both President and Vice-President at any meeting, the members present shall choose from among themselves a Chairman for the special occasion.

The Recording Secretary shall attend all meetings of the Association and of the Directors, and all Committees, and keep a faithful record in proper books of the proceedings. She shall keep a register setting forth the name and residence of every member. She shall call the roll of members when required so to do, and keep an order

book from which all orders shall be issued, authorizing payments by the President and Treasurer.

The Treasurer shall keep the books of account of the Association, shall insure against loss by fire all property of the Association, shall receive all monies and deposit the same with the Association's Bankers, and shall not keep in her hands at any one time more than \$20.00. She shall draw and sign all cheques authorized by the Directors for payment, which cheques shall be signed by the President or Vice-President; and she shall prepare and read, at the Annual Meeting, a true and correct statement of the affairs of the Association.

The Corresponding Secretary shall conduct the correspondence of the Association, and from such and other information shall prepare the Annual Report.

11. The following shall be the order of business: Read the Minutes of last Meeting; Report of Secretary and Treasurer; presentation of new Members; business arising out of Minutes, unfinished business; new business, and the programme of the day.

12. At the Annual Meeting of the Association, Honorary Members may be proposed and seconded for and elected.

13. Branches of the Association may be formed in any City, Town or Village, and bear the name of the Association, with the following addition thereto—"Branch."

14. Each branch shall appoint its own officers and shall be governed by the Rules of this Association. Such branch shall forward at least once every year, prior to the Annual Meeting of the Association, full reports of the workings of such branch. Ten per cent (10%) of the receipts of each branch shall be transmitted and paid to the Head Office towards general expenses.

15. These By-laws shall not be amended except at the Annual Meeting, or at a meeting specially called for that purpose, notice of such amendment having been given to the Secretary at least one month prior to such meeting, and such amendment shall not be passed unless approved of by a vote of two-thirds of the members present at such meeting.