

The Alberta Society of Dermatologists By-Laws Article 1  
Membership

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Section 1. Honorary Members: The Society may elect one or more Honorary Members each year. The nominations of such Honorary Members shall be made by the Nominating Committee to individuals of outstanding qualities, at the Annual Meeting. ~~He~~ They may be invited to all Society meetings and activities but will not have voting powers or hold an office.

Section 2. Active Members: Active Membership will be open to any qualified dermatologist who has the official specialist recognition in the Province of Alberta, is certified by the Royal College of Physicians and Surgeons of Canada and who is deemed to be of good standing with this Society. ~~He~~ They may hold office in the Society.

Section 3. It shall be the duty of the secretary to attend all meetings of the society and of the Board, and to keep accurate minutes of the same. ~~He~~ They shall have charge of the Seal of the society which seal whenever used shall be authenticated by the signature of the Secretary and the President. In case of the absence of the Secretary, ~~his~~ their duties shall be discharged by such officer as may be appointed by the Board. The Secretary shall have charge of all the correspondence of the society and be under the direction of the President and the Board. The Secretary shall also keep a record of all the members of the society and their addresses, send all notices of the various meetings as required, and shall collect and receive the annual dues or assessments levied by the society, such monies to be promptly turned over to the Treasurer for deposit in a chartered Bank as hereinafter required.

Section 4. Associate Members: The Society may invite trainees and qualified dermatologists outside the Province of Alberta to be Associate Members. These members will not hold executive office but may actively participate in scientific and social activities.

Article 2  
Affiliations

Section 1. In the promotion of its objects, this Society may become affiliated with such other societies, be they national or international, as deemed advisable, by membership.

Section 2. This Society will be represented in the Society of Medical Specialists, this group being most closely allied to the dermatologists. The liaison officer shall be the President of the Alberta Society of Dermatologists.

Article 3  
Executive

Section 1. The Officers of the Society shall be the President, Vice President and a Secretary-Treasurer, each elected biannually. ~~The President shall be from alternate communities~~

~~(Edmonton, Calgary or cities with a population of 50,000 or greater)~~ Such officers shall form the Executive of the Society.

Section 2. The President shall preside over all meetings of the Society and shall use reasonable efforts that all orders and resolutions of the Society are carried into effect. ~~He~~ They shall also preside over all Executive meetings and shall be an ex-officio member of all committees.

Section 3. The Vice President shall assist in the performance of the President's duties, shall be responsible for such other duties as the President or Executive may assign and, in the absence of or at the request of the President, shall preside at meetings and perform such other functions as are the duties of the President.

Section ~~4~~3. In the absence of the President, ~~the~~ their duties shall be assumed by the ~~Secretary—Treasurer.~~ Vice President

Section ~~5~~4. The Secretary - Treasurer shall keep a record of the proceedings of all meetings of the Society and shall collect and hold all funds due or accepted by the Society and shall expend the funds under the direction of the President for the Society. The Secretary - Treasurer shall submit to the Society an annual financial report in compliance with the Societies Act of Alberta.

Section ~~6~~5. The funds of the Society shall be deposited in such depositories as shall be designated by the Executive and shall be disbursed over the signature of the President or Vice President and the Secretary — Treasurer.

Section ~~7~~6. The ~~e~~Executive shall be elected at the annual Fall meeting every second year.

Section ~~8~~7. Officers may be removed if they are not in good standing with the College of Physicians and Surgeons of Alberta.

Section ~~9~~8. Unless authorized at any meeting and after notice of same shall have been given no officer or member of the association shall receive any remuneration for ~~his~~ their services.

Section ~~10~~9. The Officers shall pursue the objects of the Society.

#### Article 4 Meetings

Section 1. This society shall hold an annual meeting on or before December 31 in each year, of which meeting due notice shall be given to all members by mail fax or email at least twenty (20) days prior. At this meeting there shall be elected a President, Vice President, Secretary, and Treasurer (or Secretary-Treasurer). The officers so elected shall form a Board, and shall serve until their successors are elected and installed. Any vacancy occurring during the year shall be filled at the next meeting, provided it is so stated in the notice calling such meeting. Any member in good standing shall be eligible to any office in the society.

Section 2. Meetings of the society may be called at any time by the Secretary upon the instructions of the President or Board by notice to all members by mail fax or email at least ten

(10) days prior to the last known address of each member, delivered in the mail eight days previous to the date of such meeting.

Section 3. A special meeting shall be called by the ~~President, or Secretary~~Executive upon receipt by ~~him~~them of a petition signed by one-third of the members in good standing, setting forth the reasons for calling such meeting, which shall be by letter notice to all members by mail fax or email at least ten (10) days prior.

Section 4. Three (3) Members present in good standing shall constitute a quorum at any meeting.

#### Article 5 Committees

Section 1. The Executive Committee shall be in accordance with Article 3, Section 1. Section 2. Other Committees may be appointed by the Executive.

#### Article 6 Dues and Assessments

Section 1. The dues of the Society shall be determined as required at any meeting of the Society.

Section 2. Special assessments may be levied by the Society or by the Executive.

#### Article 7 Suspension or Expulsion

Section 1. Failure of any member to submit annual dues will be considered basis for suspension of membership.

Section 2. A member may be expelled or suspended if ~~he is~~they are not in good standing with the College of Physicians and Surgeons of Alberta.

Section 3. Any officer upon a majority vote of all members present in good standing may be removed from office for any cause which the society may deem reasonable at a special meeting.

#### Article 8 Borrowing Powers

For the purpose of carrying out the objects of the Society, the executive, with the approval of the General Meeting of the Society, may borrow money upon the security of the assets of the Society and may draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange and other negotiable or transferable instruments on behalf of the Society.

#### Article 9 Audit

The Executive shall in each year appoint an auditor to audit the books, records, and accounts of the Treasurer at least once in each year and a complete and proper statement of the financial standing for the Society of the previous year shall be submitted by such auditor at the Annual Meeting of the Society.

Article 10  
Seal

The Society shall have an official seal and when attached to any document to be executed by the Society shall be authenticated by the signature of the President and the Secretary - Treasurer. The seal at all times shall be in the custody of the Secretary - Treasurer.

Article 11  
Examination of Books and Records

The books and records of the Society may be examined by any member in good standing upon giving reasonable notice to and arranging a time and place for such examination with the Secretary - Treasurer.

Article 12  
Amendments

These By-Laws may be amended by way of a Special Resolution, in accordance with provisions in the Societies Act. No article or section shall be amended unless written notice of such proposed action shall have been circularized to the membership of the Society at least 21 days prior to a General Meeting. At this General Meeting only a minimum of 75% of the members must vote in favor of this Special Resolution.

Article 13  
Dissolution

In the event of the dissolution of the Society, all the assets thereof after payments of all debts and other liabilities, shall be made available to the Department of Medicine, Division of Dermatology of the University of Alberta and the Department of Medicine, Division of Dermatology at the University of Calgary equally.

Article 14  
Directors

The Society shall not have Directors.

Dated at \_\_\_\_\_, in the Province of Alberta, this \_\_\_\_ day of \_\_\_\_\_ A.D.,  
20142023.