



Nova Scotia Stamp Club
Constitution and By-laws
(Approved February 10, 2026)

1. The name of the Society is Nova Scotia Stamp Club.
2. The object of the Society shall be to encourage the collecting of postage stamps, related items and the study of philately. To promote interest in the hobby, the club shall meet to exchange and acquire philatelic items and knowledge for the mutual benefit of all members.
3.
 - a. Application for membership will be in the submitted format set by the Executive in consultation with the Membership Committee. An application for membership does not imply acceptance.
 - b. Members are:
 - (i) obliged to pay annual dues;
 - (ii) entitled to attend meetings, make motions, debate and vote;
 - (iii) obliged to support the object of the club and comply with the club by-laws;
 - (iv) encouraged to participate in Club activities and serve on committees; and
 - (v) entitled and encouraged to serve on the Executive.
 - c. The annual membership dues for all classes of membership shall be reviewed by the Executive annually. A recommendation to change membership dues shall be published in the earliest newsletter possible and recorded for the reading of the minutes. Any change in the membership dues must then be approved by a majority vote of the attending quorum at the next regularly scheduled club meeting.
 - d. If, in the opinion of the Executive, a member is deemed to have exercised dishonest or unfair practices (internal or external to the club) and thus reflects discredit upon the club, such member can be expelled by the Executive. This action shall be considered only after a hearing at a meeting of the Executive.
4.
 - a. The Executive of Nova Scotia Stamp Club shall consist of the President, Vice-President, Past-President, Secretary, Treasurer, Newsletter Editor, and three Directors. Two Directors shall be elected by the club membership and the third shall be appointed by the Executive. At Executive meetings, five (5) Executive members in attendance shall constitute a quorum.
 - b. The authority and discretionary powers granted to the Executive for the purpose of conducting the club's regular business may be exercised and approved by a quorum of club Executive members in a virtual meeting, or by e-mail or other electronic means and shall be as valid and effectual as if conducted at a duly constituted in-person meeting. Any business conducted in this manner shall be read into the minutes captured at the next scheduled Executive meeting.
 - c. Executive members shall serve without remuneration, shall not receive any profit from club business, or be paid for being directors.
5. The club shall hold regular monthly meetings (normally from September of any year to June of the following year) at a place, date and time to be determined by the Executive and posted in the club newsletter. At such meetings, parliamentary procedure will be followed. Fifteen (15) members, including the Club President or their appointed representative shall constitute a quorum.



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6.
 - a. **Appointees and Committees:** The Executive shall, as deemed necessary, appoint individuals or committees to conduct the business of the club. Committees may include any club members including Executive members. The Executive shall read into the minutes names of individuals or the composition of the committee(s) and the required Terms of Reference. An Appointee or Committee member may be paid for reasonable expenses incurred in the performance of their duties with prior approval of the Executive.
 - b. The Executive shall appoint Auctioneers, a Librarian, a Membership Chair, a Club Archivist, an Exhibition Chair, and an Auditor from amongst the membership.
 - c. The Exhibition Chair shall sit as an ex-officio member of the Executive.
 - d. At minimum, Committees shall be formed and designated as follows:
 - (i) Membership Committee of no less than two (2) Club members;
 - (ii) Program Committee composed of the Vice-President and two other Club members; and,
 - (iii) Nomination Committee, chaired by the Past-President, and consisting of three (3) additional Club members.
7.
 - a. The Annual General Meeting shall be held on the second Tuesday of September each year at a place, date and time to be determined by the Executive. Members shall be notified of the meeting, along with the agenda, through the preceding newsletter and/or e-mail, at least two weeks prior to the meeting.
 - b. The President and Treasurer shall submit their annual reports at the Annual General Meeting.
 - c. **Election of Officers at the Annual General Meeting:**
 - (i) Starting in May of each year the Nomination committee will prepare a slate of potential nominees for each position to form an Executive for the next year. Any current Executive member may stand for re-election. The consent of such members to act as officers of the Club must be obtained before their names are submitted. The slate of nominees shall be approved by the Executive prior to being presented to the membership. The membership shall receive notification of the slate of nominees in the newsletter issued immediately prior to the Annual General Meeting.
 - (ii) Additional nominations for every Executive position shall be called for from the floor at the Annual General Meeting. If no other name is added to the slate and there is only one name on the slate for that position then it shall be declared elected by acclamation. If more than one name is on the slate for a position then a vote to elect a single member for the position will be made by secret ballot. Ballots will be counted by two scrutineers who are club members. The scrutineers' decisions are final. The outgoing President will automatically become past President.
8.
 - a. The President is empowered to call a Special Executive Meeting at any time by giving due notice of the place, date and time and by providing an agenda of the topic(s) for discussion.
 - b. The President is empowered to call an Extraordinary Meeting of the club by giving at least two weeks' notice of the place, date and time and by providing an agenda of the topic(s) for discussion. Notice shall be made through the newsletter and/or by electronic means (email, telephone, etc.)



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9.
 - a. Financial records shall be maintained by the Treasurer. The fiscal year shall run from August 1 to July 31 annually. After fiscal year end, records shall be scrutinized by an Auditor appointed by the Executive.
 - b. Members have the right to view any and all records and books for the club. Reasonable time for the Secretary or Treasurer to produce these records must be given. The member and the Secretary or Treasurer shall agree to a time and place for viewing.
 - c. The Treasurer's report along with a signed statement of approval from the auditor shall be presented at the Annual General Meeting. Approval must be obtained by a membership vote. The approved financial statement shall be forwarded to the Registrar of Joint Stock Companies.
 - d. The Executive may approve petty cash funds to facilitate effective and efficient conduct of repetitive club business. The petty cash funds may be revoked by the Executive at any time.
10. Members may repeal, amend or add to the Constitution and By-Laws of Nova Scotia Stamp Club by special resolution.
 - a. Proposed amendments to the Constitution may be made by any member and shall be presented in writing to the Executive.
 - b. Details of the proposed by-law change shall be published in the club newsletter
 - c. At the earliest general meeting, the proposed by-law change shall be presented to the membership for deliberation and vote. At the general meeting a quorum must be present.
 - d. Approval of the proposed amendments requires a three quarters (3/4) majority vote in favour.
 - e. No by-law or amendment to the Constitution and By-Laws of Nova Scotia Stamp Club shall take effect until approved by the Registrar of Joint Stock Companies.