



# **CONSTITUTION OF OKIN INTERNATIONAL CULTURAL ASSOCIATION OF CANADA**



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## PREAMBLE

This document shall be referred to as the CONSTITUTION OF  
"OKIN INTERNATIONAL CULTURAL ASSOCIATION OF CANADA"

### Section 1. ORIGIN

ARTICLES

- (a) NAME: - The official name of the club shall be called  
OKIN INTERNATIONAL CULTURAL ASSOCIATION OF CANADA.
- (b) CHANGE OF NAME: - The name of the club shall remain as  
"OKIN INTERNATIONAL CULTURAL ASSOCIATION OF CANADA " unless agreed  
to for a change by two-thirds of all the entire members of the club.
- (c) OFFICIAL ADDRESS: - The present official headquarters' address of the  
Club is P.O. BOX 2782, GPO WINNIPEG, MB R3E 4E4, while the physical  
address is 567 Portage Avenue, Winnipeg, MB. Canada.

### Section 2. AIMS AND OBJECTIVES

ARTICLES

- (a) OKIN INTERNATIONAL CULTURAL ASSOCIATION OF CANADA shall be an  
independent, non-profit organization
- (b) To promote Yoruba Culture amongst its members' community and  
society at large.
- (c) To promote and participate in socio-economic activities such as  
education, recreational, and cultural activities in the community and  
society at large.
- (d) To facilitate the promotion of bilingual English-Yoruba Language School  
under the approval of Winnipeg School Division 1.

### Section 3.a OICC Club financial year/annual activities ..... .....amended 2012

- i. The OICAC financial year shall run from April 1st to March 30th of  
each year. This rule shall apply for all purposes of rendering accounts,  
reports, and other matters that relate to the activities of the Club
- ii. Each Chapter will establish its financial year separate from the national  
organization year

**Section 3.b Club’s annual activities**

- (a) Women appreciation day to be celebrated in May, during the Victoria Day long week-end (Bi-Annual conference week).
- (b) Children end of school summer cultural dance, picnic, tour, or camping (the last weekend of June).
- (c) Assocaitio’s family members’ summer picnic in the month of July or August.
- (d) Club’s year (okinlistic year) will be in May Victoria Day weekend.
- (e) Club’s end of year Christmas Dinner/Dance Party (December 24th) (odun keresimesi) as per each chapter.
- (f) Okin Conference will be held every 2 years-----May 2014

**Section 4 Membership**

ARTICLES

- (a) Membership of Okin International Cultural Association of Canada shall be open to every resident of Canada who is 18 years and over, regardless of race, colour, religion, sex, gender identity or expression, sexual orientation or national origin who undertakes to accept and abide by the constitution and principles of the organization -----April, 2015
- (b) Any person intending to be a member of the assocaition shall:
  - i) Attend three consecutive meetings of the club as an observer, after which his/her application shall be eligible for consideration.
  - ii) Upon a successful consideration of his/her application by the membership committee of the club (i.e. the President, Secretary, Chief Whip, a member at large), pay in full, all the prescribed fees and contributions before his/her provisional admission into the association is confirmed.
  - iii) Upon payment of non-refundable registration fee of \$100.00 (One hundred dollars) either single or couple and completion of an application form which must have been endorsed/sponsored by one active member of the association.
  - iv) New members shall be put on a three-moth probationary period.
- (c) Okin International Cultural Association of Canada will welcome applications for the formation of a chapter from any province or city across Canada, provided such application meets the following criteria
  - i) Must have a member list of ten (10) Registered Families-----  
-----April, 2015

- ii) Willing and ready to abide by the general constitution of the Okin International Cultural Association of Canada, in terms of governance and promotion of the Yoruba culture.

**Section 5 Election of Officers**

- (i) The officers of the association shall be elected at the May's conference meeting and the inauguration shall follow immediately.
- (ii) Okin conference will be held bi-annually beginning in 2016 with venue rotated among the chapters-----May 2014
- (ii) Election of officers shall be conducted by secret ballot, after a member's name has been nominated by another member for an office.
- (iii) Elected officers shall serve for a two year term (Officers that don't perform according to the association standard can be impeached by the vote of 2/3 majority).
- (iv) New intending members do not have voting rights.
- (v) Members can vote only in person at the time of election (no proxy)

**Section 6 Powers and duties of officers and instrument of office**

**a. President**

- (i) The president shall preside over all meetings of the association and direct the meetings as laid down in the constitution.
- (ii) Shall be one of the signatories to the association's account.
- (iii) Represent the association in all important functions.

**b. Vice-President**

- (i) The vice-president shall assume the power conferred on the president in the absence of the President.
- (ii) Shall assume the position of the president in case of resignation or termination for the rest of the presidency term.
- (ii) Shall perform such other duties assigned by the president.

**c. General Secretary**

- (i) The general secretary shall be responsible for the general administration of the association.
- (ii) Shall be responsible for issuing circulars and notices of meetings.

- (iii) Shall take minutes of all emergency and regular proceedings of the meeting for adoption and ratification.
- (iv) Shall be a signatory to the association's Bank Account.

**d. Financial Secretary/Treasurer**

- (i) Shall collect all dues and fines at the meeting.
- (ii) Shall deposit all the money to the bank before the next meeting.
- (iii) Shall be responsible for the financial transactions of the association.
- (iv) Shall co-sign all cheques and other financial documents.
- (v) Prepare annual budget and financial statements.
- (vi) Give account of the monthly deposit and expenses at every monthly regular meeting.

**e. Social Secretary**

- (i) Shall organize cultural, educational, and recreational activities.
- (ii) Shall be responsible for coordination of all social activities.

**f. Chief Whip**

- (i) Shall be responsible for enforcing rules and regulations of the association.
- (ii) Shall be responsible for recommending the disciplinary action that has to be taken against any member of the association.
- (iii) Shall be responsible for keeping all association's property.

**Section 7 Attendance**

- (i) All members shall be required to attend every monthly meetings.
- (ii) Meetings shall be conducted with a quorum of 66% (i.e. two thirds of the members in attendance).

**Section 8.a Discipline and Termination**

ARTICLES

**Absences and Lateness**

- (a) All members shall be granted a grace period of 15 minutes.
- (b) A fine of \$5.00 (Five dollars) shall be levied for lateness of more than 15 minutes. A minute after the 15 minutes shall be considered lateness.
- (c) A fine of \$10.00 (Ten dollars) shall be levied for every meeting that a member is absent without a good reason.

- (d) A member that is absent from two consecutive meetings shall be given a verbal warning plus a fine of \$20.00 (Twenty dollars).
- (e) A member that is absent for three consecutive meetings shall be given a written warning plus a fine of \$30.00 (Thirty dollars).
- (f) The association shall reserve the right to terminate the membership of any member that is absent for more than four consecutive meetings.

**Section 8.b Code of conduct**

ARTICLES

- (a) Under no circumstance shall a member come to the association's meeting drunk or under the influence of alcohol. Any member caught shall pay a fine of thirty dollars (\$30.00) plus be excused from the current meeting.
- (b) Any member of the association humiliating or making a smart remark on any member(s) of the club shall be liable to pay a fine of twenty-five (\$25.00) and giving a written warning plus a month suspension.
- (c) Failure by any member of the association to abide by these rules shall attract heavier discipline from the "membership committee."
- (d) No host member shall serve alcohol before and during the meeting.

**Section 9.a Hospitality/special gifts**

Okin International Cultural Association of Canada will recognize all members' personal achievement in the following areas:

- items
- (i) Wedding
  - (ii) Birth of a newborn
  - (iii) Graduation
  - (iv) Purchase of new home (send card only to congratulate member)
  - (v) Bereavement

- a. Members will attend social functions that have been organized by such member and present/gift of not more than \$50.00 Cdn...amended 2010
- b. In case of loss/death of a loved one in the family of a member, an amount of one hundred \$100 and a card should be sent to the bereaved member from the National Account. In addition to the above, each chapter should decide the amount to be contributed by each member for the bereaved..... amended 2016.

## **Section 9.b Definition of loved ones**

- (i) Loved ones are classified as (a) Father (b) Mother (c) In-laws - (Father In-law/Mother In-law)..... amended 2013

## **Section 10.a Meetings and venues**

ARTICLES

- (a) Okin International Cultural Association of Canada will hold its monthly meetings on the Sunday of every month starting at 5:00 p.m. CDT or as it applies to each chapter.
- (b) Venues: every member is encouraged to host at least one meeting at a venue of their choice.

## **Section 10.b Okin International Cultural Association of Canada monthly Meeting Agenda**

Agenda

- (1) Call to Order
- (2) Opening Prayer
- (3) Attendance/Apology
- (4) (a) Reading of Last Minutes
  - (b) Amendments/Corrections (if any)
  - (c) Adoption
- (5) Matters Arising
- (6) Finance
- (7) A.O.B.
- (8) Adjournment
- (9) Grace (Refreshments if any)

## **Section 11 Mode of communication**

Okin International Cultural Association of Canada is committed to the use of Yoruba or English language for communication at all gatherings and at meetings.

## **Section 12 General expenditures/investments**

All expenditures shall be approved by the majority of the membership (i.e. 66 2/3 of the membership). A new member into the association cannot claim the same financial rights with the old members. New member financial rights shall be calculated as of the day he becomes a financial member in the association (i.e. the very first day or month his monthly due is paid).

## **Section 13 Dues**

### **ARTICLE A**

- (i) A monthly dues of \$25.00 (Twenty-five dollars) shall be payable every month.
- (ii) A member shall not owe more than three monthly dues. In such a case, the association shall ask the member to bring the account to date.
- (iii) Monthly dues shall be paid in full and not in part at all meetings.

### **ARTICLE B**

- (i) Each chapter has the autonomy to mandate their monthly dues. Subject to the approval from the headquarters.
- (ii) If a member moves/changes location, he/she shall pay the monthly dues as it applies to his/her new location.

## **Section 14 Resignation and termination**

### **ARTICLES**

- (a) A member that voluntarily resigns shall give 30 day notice and allow up to a maximum of 60 days for refund/entitlements from his monthly contributions if any.
- (b) The refund/benefit shall be calculated from the day the membership was approved. The refund/entitlement shall be calculated less the registration fees of \$100.00 and minus all the expenditures that were incurred.

## **Section 15 Amendment of the constitution**

### **ARTICLES**

- (a) This constitution shall be subject to amendment by 2/3 of the membership.
- (b) The constitution shall be amended/ratified at the meeting that shall be held at the anniversary date of the club (May).

## **Section 16 HEADQUARTER**

### **ARTICLES**

- (a) The Okin International Cultural Association of Canada Headquarter shall be and remain in Winnipeg, Manitoba, Canada.
- (b) The headquarter shall NOT be responsible for any debts/charges that may be incurred by other chapters