

# CLEAN KIDS BACKPACK PROGRAM NATIONAL CHAPTER CHARTER

## NAME

The name of the organization shall be Clean Kids Back Pack of \_\_\_\_\_.

## GOALS

The goals of the CKBP Charter shall be to collect hygiene products and collect funds to deliver to the local school board to help the local registered homeless school children.

## POWERS

To further these goals, the Chapter shall have power to:

- (a) Obtain, collect and receive money or funds by way of contributions, donations, grants and any other lawful method towards the goals of the CKBP Charter.
- (b) Associate local authorities, voluntary organizations and the residents of \_\_\_\_\_ in a common effort to carry out the goals of the CKBP Charter.
- (c) Do all such lawful things as will further the goals of the CKBP Charter.

## MEMBERSHIP

- (a) Voting membership shall be open to anyone over 16 years old that is a member.
- (b) The Management Committee shall have the power to approve or reject applications for membership or to terminate the membership of any member provided that the member shall have the right to be heard by the committee before a final decision is made.

## MANAGEMENT

- (a) A Management Committee elected annually at the Annual General Meeting (AGM) shall manage the CKBP Charter.
- (b) The committee shall consist of a chair, secretary, treasurer, and 3 other voting members.
- (c) The committee may co-opt up to a further 2 voting members who shall resign at the next Annual General Meeting.
- (d) The committee shall meet at least 4 times each year.
- (e) At least 4 committee members must be present at a committee meeting to make binding decisions.
- (f) A proper record of all transactions and meetings shall be kept.

## GENERAL MEETINGS

- (a) An Annual General Meeting shall be held within 12 months of the date of the adoption of this constitution and each year thereafter.

- (b) Notices of the AGM shall be published three weeks beforehand and a report on the CKBP Charter’s financial position for the previous year will be made available at the same time.
- (c) A Special General Meeting may be called at any time at the request of the committee, or not less than one quarter of the membership. A notice explaining the place, date, time and reason shall be sent to all members three weeks beforehand.
- (d) One third of membership or four members being present, whichever is the greater, shall enable a General Meeting to take place.
- (e) Proposals to change the constitution must be given in writing to the secretary at least 28 days before a general meeting and approved by a two thirds majority of those present and voting.

**ACCOUNTS**

- (a) The funds of the CKBP Charter including all donations, contributions and bequests, shall be paid into an account operated by the management committee. All checks drawn on the account must be signed by at least two members of the Management Committee.
- (b) The funds belonging to the CKBP Charter shall be applied only to further the goals of the CKBP Charter.
- (c) A current record of all income, funding and expenditure will be kept and reported monthly to the National Headquarters of the Clean Kids Back Pack Program.

**DISSOLUTION**

- (a) The CKBP Charter may be dissolved by a resolution passed by a simple two-thirds majority of those present and voting at a Special General Meeting.
- (b) If confirmed, the committee shall distribute any assets remaining after the payment of all bills to other charitable CKBP Charter(s).

**APPROVAL**

**We the undersigned approve and enact the National Clean Kids Backpack Program chapter charter contained herein.**

Charter Chairperson	Date
Charter Secretary	Date
Charter Treasurer	Date