



**BY-LAWS
of the
MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS**

APPROVED by the Board May 2024

**January 16th 2025 ANNUAL MEMBERS MEETING
MEMBER VOTE**

Previous amendments approved by membership:

ORIGINAL October 1964
AMENDED May 1978
AMENDED October 1979
AMENDED May 1980
AMENDED May 1982
AMENDED May 1985
AMENDED May 1986
AMENDED April 1988
AMENDED February 1991
AMENDED April 29, 1993
AMENDED March 14, 1996
AMENDED October 2, 2001
AMENDED October 26, 2010
AMENDED October 29, 2013
AMENDED May, 2015
AMENDED October 24, 2017
AMENDED OCTOBER 11, 2022

Article Two: MEMBERSHIP		
	2022 Bylaws Approved by MSOT	2024 Bylaw Changes for Ratification
2.1	Classes of Membership (2022 BYLAW TO BE REPEALED) The Classes of Membership shall be: <ol style="list-style-type: none"> Active Member Associate Member Student Member Affiliate Member 	The Classes of Membership shall be: (2024 BYLAW CHANGE) <ol style="list-style-type: none"> Active Member Public Practice (V) Active Member Private Practice (V) Student Member (V) Associate Member (NV) Affiliate Member (NV)
2.4	2.4.2 At any Meeting of Members of the Society every Active Member shall be entitled to one vote.	2.4.2 At any Meeting of Members of the Society every Active Member and Student Member shall be entitled to one vote.
	2.4.3 Any Active Member and Student Member can be elected to the Board and hold office in the Society upon meeting the qualifications as set out in Article 2, Section 2.2.1	2.4.3 Any Active Member and Student Member can be elected to the Board and hold office in the Society upon meeting the qualifications as set out in Article 2, Section 2.2.1
	2.4.5 All Active Members shall be entitled to vote to elect officers and Directors of the Society	2.4.5 All Active Members and Student Member shall be entitled to vote to elect officers and Directors of the Society
Article Three: MEETINGS OF MEMBERS		
3.9 Quorum	3.9.1 A quorum at a general meeting shall consist of twenty (20) Voting Members. (2022 BYLAW TO BE REPEALED)	3.9.1 A quorum at a general meeting shall consist of twenty (12) Voting Members. (2024 BYLAW CHANGE)
Article Four: BOARD OF DIRECTORS		
4.2 Composition	4.2 Composition (2022 BYLAW TO BE REPEALED) <ol style="list-style-type: none"> The affairs of the Society shall be managed by the Board which shall consist of: Three (3) or Four (4) Officers (President, Vice-President/Secretary, Treasurer and President-Elect when position is filled) of the Society. Six (6) Directors who also sit as coordinators of standing committees. One corresponding (non-voting) member who shall be the Manitoba Representative on the CAOT Board of Directors. 	4.2 Composition (2024 BYLAW CHANGE) <ol style="list-style-type: none"> The affairs of the Society shall be managed by the Board which shall consist of: A minimum of (3) and a maximum of seven (7) members. President, Vice President, and Secretary and Treasurer, which may be separate roles or combined as Secretary-Treasurer, depending on the availability of volunteers. two (2) Directors who are not officers

4.7 Meetings of the Board	4.7.1 There shall be at least eight (8) Regular Meetings of the Board of Directors in each calendar year. (2022 BYLAW TO BE REPEALED)	4.7.1 There shall be a minimum of two (2) meetings per year, with additional meetings to be held as deemed necessary for the conduct of the Society's business. (2024 BYLAW CHANGE)
Article Five: OFFICERS		
5.1 Positions	5.1.1 President, Vice-President/Secretary, Treasurer and President Elect shall be the Officers of the Society and shall comprise the Executive Committee. (2022 BYLAW TO BE REPEALED)	5.1.1 The following are officer positions: President, Vice President, and Secretary and Treasurer, which may be separate roles or combined as Secretary-Treasurer, depending on the availability of volunteers. (2024 BYLAW CHANGE)
	5.1.2 No person may hold more than one Officer position at the same time. (2022 BYLAW TO BE REPEALED)	REPEALED
Article Seven: EXECUTIVE COMMITTEE		
7.2 Meetings	7.2.3 A quorum at any Meeting of the Executive Committee shall be three (3) of the voting Members of the Executive Committee. (2022 BYLAW TO BE REPEALED)	7.2.3 A quorum requirement for the Executive Committee meetings shall be a majority of the Executive Committee members. (2024 BYLAW CHANGE)
Article Eight: WORKING COMMITTEES		
8.1	<p>The Board of Directors may delegate its responsibilities to working committees from time to time.</p> <p>Each non-Officer Director, with the exception of Student Director will be appointed to maintain and lead a working committee to support the work delegated to their role. This may include, but not limited to: (2022 BYLAW TO BE REPEALED)</p> <ul style="list-style-type: none"> a. Member Services Committee b. Communications Committee c. Awards and Events Committee d. Advocacy and Policy Committee e. Professional Development Committee 	<p>Members will be appointed to lead and attend working committee to support the work of the organization, this may include, but not limited to:</p> <ul style="list-style-type: none"> f. Member Services Committee g. Communications Committee h. Awards and Events Committee i. Advocacy and Policy Committee j. Professional Development Committee k. Or any other committee so established by board motion (2024 BYLAW CHANGE)
Article Nine: Financial Policies		
9.1	The fiscal year of the Society shall commence each year on the first day of June and end on the last day of May of the following year. (2022 BYLAW TO BE REPEALED)	The fiscal year of the Society shall commence each year on the first day of April and end on the last day of March of the following year. (2024 BYLAW CHANGE)