

BY-LAW NUMBER THREE
RCEME CORPS FUND

LIGHT AID DETACHMENT NETWORK

GENERAL

1. This By-Law details the process to establish and administer a Light Aid Detachment (LAD) of the RCEME Corps Fund.
2. In order to foster the bonds of comradeship and esprit de corps of the RCEME Community on a regular basis across Canada (and elsewhere), the establishment of local LADs as chapters of the RCEME Corps Fund is strongly encouraged. Every established LAD will operate as a sub-entity of the RCEME Corps Fund and is therefore governed by this Constitution and its By-Laws.

APPLICATION TO ESTABLISH A LAD

3. A group of normally at least 10 persons who are individually Ordinary members of the RCEME Corps Fund according to By-Law Number Two may make an application to the Chair of the Administrative Committee through the RCEME Corps Adjutant to establish a LAD. The application must be in writing, either on paper or by email, and must include:
 - a. Statement of intent to establish a local LAD;
 - b. Location of the LAD (e.g. LAD Sault Ste. Marie), which shall be the name of the LAD;
 - c. Nominal roll of the initializing group, clearly indicating those who are retirees; and
 - d. Names of the Initial Executive Committee.
4. Upon approval of the application, the Administrative Committee will provide written authorization to use the RCEME/GEMRC Crest and Devices in its day to day operations as well as in any fund-raising campaigns. Additionally, the Administrative Committee will register the new LAD and arrange for payment of the annual disbursement.

EXECUTIVE COMMITTEE

5. The operation of a LAD will be governed by its Executive Committee, which must comprise as a minimum, a President, a Vice-President and a Secretary/Treasurer. The Executive Committee must be elected by its members as a minimum every two years. The Executive Committee must meet formally at least once a year in order to, as a minimum, generate and approve the Annual Operating Budget. In addition, by March of every year, the Executive Committee must forward to the Chair of the Administrative Committee:
 - a. Nominal roll as of 31 December;
 - b. Annual Statement of Financial Position for the previous year ending 31 December;
 - c. Annual Operating Budget for the upcoming year; and
 - d. Record of Decisions of the meetings of the Executive Committee.
6. Fund-raising conducted by a LAD shall be coordinated with the Chair of the Fund-Raising Committee.

SUSPENSION OR REVOCATION OF STANDING

7. Decisions to suspend or revoke the status of a LAD may only be made by the BOD on the recommendation of the Administrative Committee.