

***Adopted at the General Meeting
Canadian Association for Rural and Remote Nursing
June 21, 2004 St John's Newfoundland
Revised at General Meeting
June 6, 2010 Halifax, Nova Scotia***

**CANADIAN ASSOCIATION FOR RURAL AND REMOTE NURSING
BY-LAWS**

I. NAME:

The name of this association shall be the Canadian Association for Rural and Remote Nursing. Abbreviation: CARRN

II. MISSION:

The purpose of the Canadian Association for Rural and Remote Nursing is:

- to represent rural and remote nurses in Canada,
- to serve as a voice for rural and remote nurses,
- to advance the unique specialty of rural and remote nursing practice through recognition, research and education, and
- to influence rural and remote health policy.

III. OBJECTIVES:

1. To promote the development and dissemination of standards of practice for Rural and Remote Nursing.
2. To facilitate communication and networking among nurses committed to rural and remote nursing.
3. To present the views of the Canadian Association for Rural and Remote Nursing to government, educational, professional and other appropriate bodies.
4. To explicate the evolving roles and functions of Rural and Remote Nursing.
5. To identify, promote, and possibly broker basic and continuing education opportunities for Rural and Remote Nursing.
6. To serve as a resource and support to Rural and Remote Nursing.
7. To promote research and its dissemination related to rural and remote nursing practice.
8. To collaborate with the key stakeholders on the development of sound health policy for those living in rural and remote Canada.

IV. MEMBERS:

For the purpose of membership classification, “nursing role” may include nursing practice in areas of direct care, education, administration, research or policy development.

1. There shall be five types of membership:

a. Regular Member

A member with full voting and membership privileges, which includes eligibility to stand for executive office, is a registered nurse who:

- Is registered with a provincial/territorial nursing association/college that is a member of the Canadian Nurses Association,
- Is employed as a Registered Nurse in a rural/remote nursing role or has a commitment to or concern for rural/remote nursing roles, and
- Pays the prescribed fee annually.

b. Associate Member:

A member who does not hold voting privileges and cannot stand for executive office is a registered nurse or other individual who:

- Is not registered with a provincial/territorial nursing association/college that is a member of the Canadian Nurses Association;
- Is employed in a nursing role in a rural/remote setting or has an interest in rural and remote health care; and
- Pays the prescribed fee

c. Student Member:

A member who does not hold voting privileges and cannot stand for the executive office is a person who:

- Is a full or part-time student in a nursing or closely related health science program where the focus is predominantly nursing, and graduation from the program would entitle the student to full or associate membership upon graduation;
- Provides proof of current enrolment; and
- Pays the prescribed fee.

d. Retired Member

A member who does not hold voting privileges and cannot stand for executive office, is a registered nurse who:

- Is not registered with a provincial/territorial association/college that is a member of the Canadian Nursing Association;
- Retired from a nursing role in a rural/remote setting, and
- Pays the prescribed fee annually.

e. Honorary Life Member

Honorary life membership shall be granted to any member of the association whose active participation and longstanding membership warrants such respect. This shall be sanctioned by vote of the general membership. Honorary Life Members are not required to pay annual membership fees.

2. The fee for regular, associate, student and retired memberships shall be established at the biennial meeting. Fees for membership shall be recommended by the Executive Committee and approved by resolution at the General Meeting. Such fees shall be payable on or before December 31 each year. No fees will be pro-rated as to time of joining or of resigning from the Association.
3. The Executive Committee shall review the qualifications of applicants and approve them for the appropriate type of membership.

V. OFFICERS:

1. The officers of the association shall consist of a President, Past President, President Elect, Secretary, Treasurer, Membership Coordinator and Communication Coordinator. These officers shall hold office for a term of two (2) years or until their successors are elected, and shall perform the duties prescribed by these by-laws adopted by the association.
2. The officers shall be elected by the membership via a mail-in ballot circulated in September of the election year. Officers shall be regular members of the association and shall be elected on the basis of a plurality vote. All Executive Committee members shall be eligible for re-election or re-appointment as the case may be, providing they continue to be voting members. Any board member can serve only two (2) consecutive terms in the same office.
3. Whenever possible, a minimum of two (2) nominees shall be nominated for each position to be elected.
4. Terms of reference for the Nominating Committee are established by the Executive Committee and revised as required. The Nominating Committee is struck by the Executive in January of the election year.
5. The call for nominations must be made by the Nominating Committee at least by April of the election year. The slate of nominees for office must be prepared by the Nominating Committee and published by August of the election year. Nominations also will be accepted from members during the Association's General Meeting in June of the election year. Nominations will close after the call for nominations from the floor at the Association's General Meeting in June of the election year. Prior to the election of officers, all persons nominated must signify a willingness to accept the office and have their nomination from signed by a CARRN member. The election results will be communicated to members by October 31 of the election year.
6. The Returning Officer for the election shall be the President Elect. The count shall be witnessed by the Returning Officer and one other person who is not identified on the ballot.
7. The November Board meeting of the election year shall be a joint board meeting between the previous Executive and the newly elected Executive to maintain continuity for the Association.

8. If a vacancy on the Board occurs during an elected term of office, the Executive Committee shall appoint a member of the CARRN to the vacated office for the remainder of the designated term.
9. Provincial and territorial representatives will act as a liaison between the Executive Committee and the general membership. The provincial and territorial representatives are appointed or elected by their provinces or territories.

VI. MEETINGS:

1. A General Meeting of the Membership shall be held annually at a date and location chosen by the Executive Committee for the purpose of receiving reports of officers and all committees, and for any other business that may arise.
2. A biennial scientific and educational conference shall be held in conjunction with the Annual General Meeting (AGM) at which the election of officers will take place.
3. Special general meetings of the association may be called by the President only at the request of provincial representatives representing a minimum of six (6) provinces/territories.
4. A quorum of the AGM shall be 20 members in attendance either in person or by electronic means.

VII. EXECUTIVE COMMITTEE:

1. The officers of the Association shall constitute the Executive Committee.
2. The Executive Committee shall have general supervision of the affairs of the association between its AGMs, fix the hour and place of meetings, make recommendations to the association, and shall perform such other duties as are specified in these by-laws. The Executive Committee shall be subject to the orders of the association, and none of its acts shall conflict with action taken by the association.
3. The Executive Committee membership year and the fiscal year shall commence January 1 and end December 31 of the same calendar year.
4. A quorum of the Executive Committee shall be four members in attendance either in person or by electronic means.

VIII. COMMITTEES:

1. Committees shall be appointed as required and as directed by the Executive Committee. Any committee reports will be presented at the AGM.
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IX. AMENDMENT OF THE BY-LAWS:

1. Amendments must be submitted in writing to the Secretary at least three (3) months prior to the date of the association's AGM, and such proposed amendments shall be circulated to the regular members at least sixty (60) days prior to the AGM.
2. All amendments must be approved by a two-thirds (2/3) vote at the association's AGM.

X. DISSOLUTION:

1. In the event of dissolution of the Association and the discharge and settlement of its affairs, all funds and properties of the association remaining after payment of its liabilities shall be conveyed to the Canadian Nurses' Foundation.