



QUEBEC CHAPTER

Rules of Procedures

Adopted at the January 21, 2012 meeting in Montreal

1. The Chapter is headed by a President elected for a two-year term by a vote of the members. He is assisted by a Vice-President elected in the same fashion and whose responsibilities are established by the President.
2. Elections take place every other year at the Chapter's first regular meeting, which will also be considered its Annual Meeting.
3. Should the President step down for any reason before the end of his term, the Vice-President takes over for the remainder of the term. He will then name an interim Vice-President to complete the term.
4. Similarly, if the Vice-President resigns, the President will name his successor.
5. The President will ensure proper liaison with SABR. He may transfer this responsibility to another, such as the Vice-President.
6. The President may call upon any member to assist him with the administration of SABR-Quebec such as the translation and preparation of written material, maintenance of the website, etc. He is also responsible for ensuring the preparation of any internal administrative provisions that require approval by the members.
7. Members may adopt all other provisions judged necessary to ensure the sound operation of SABR-Quebec.