



Canadian Public Relations Society

Manitoba Society

REGULATIONS OF THE CANADIAN PUBLIC RELATIONS SOCIETY (MANITOBA)

SECTION I INTRODUCTION AND INTENT

(a) Preamble

The Canadian Public Relations Society (Manitoba), hereinafter referred to as the Manitoba Society, defines public relations as the management function which evaluates public attitudes, identifies the policies and procedures of an individual or organization with the public interest, and plans and executes a program of action to earn public understanding and acceptance.

(b) Interpretation

- (1) These Regulations shall be read in conjunction with the Bylaws of the Manitoba Society.
- (2) In the event of a conflict between the Bylaws and the Regulations, the Bylaws will take precedence.
- (3) The Board of Directors of the Manitoba Society should be contacted in all matters pertaining to the interpretation of the Bylaws and Regulations.

SECTION II MEMBERSHIP

(a) Classification of members

The membership classifications are defined in Bylaw Article III.

(b) Voting member categories

Voting Members are Members, Affiliate Members and Life Members.

(1) Members

Applicants for the Member category shall be considered by the Executive Director of the Canadian Public Relations Society Inc., hereinafter referred to as “the National Society” on the following basis:

- i. The applicant devotes most of his/her work-for-pay time to the practice of public relations and/or has the responsibility for management of public relations; or
- ii. The applicant is a career teacher or administrator engaged in public relations/public communications education at an accredited post-secondary institution; and



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- iii. The applicant agrees to be bound by the National Society's Code of Professional Standards, and Bylaws and Regulations.

(2) Affiliate Members

Affiliate Members are individuals who, on the date of application, have been employed full time less than two years in public relations. After two years of membership at the Affiliate level, the member would be required to renew as a full member.

(3) Life Members

- i. Life membership may be granted by the Manitoba Society to Voting Members who have made outstanding contributions to the advancement of either the Manitoba or the National Society in particular and to public relations in general.
- ii. Life Members of the Manitoba Society shall remain on the register of the Manitoba Society regardless of their place(s) of residence.
- iii. Life Members of the Manitoba Society can attend any Manitoba Society event free of charge.

(c) Non-voting Membership categories

Non-Voting Members are Retired Members, Associate Members, Inactive Members, and Student Members.

(1) Definitions

All categories except for Student Members are identified and defined by the National Society's regulations.

(2) Student members

- i. Student Members are individuals who do not qualify for Voting Member status and who are enrolled in a program that would lead them to a career in public relations.
- ii. Student Members may maintain their Student membership status for a period of 18 months. If after 18 months they are still a qualifying student, individuals can renew their student membership; otherwise they would be required to renew as a full member.
- iii. Student Members admitted by the Manitoba Society are aligned with the Manitoba Society alone and are not part of the National Society.



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SECTION III MEMBERSHIP DUES

(a) Annual membership dues

(1) Payment

All members shall pay their membership dues annually to the National Society. Student membership dues are collected on behalf of the Manitoba Society by the National Society, at rates set annually by the Manitoba Society's Board of Directors.

(2) Manitoba dues

Manitoba Society membership dues shall be decided annually by the Manitoba Society Board of Directors and approved at a general meeting or by proxy.

(3) Arrears

Where a member's dues are in arrears, action may be taken to remove that member from the registry, consistent with procedures established in the regulations of the National Society, or of the Manitoba Society, dependent on the person's membership status.

SECTION IV NOMINATING COMMITTEE

(a) Nomination of candidates

The nominating committee shall, insofar as possible, nominate at least the number of candidates required to fill the vacancies that exist on the Board of Directors at the end of the term.

(b) Criteria

The Nominating Committee will consider the eligibility, skills and competencies of candidates relative to the roles to be filled.

(c) Report to the board

When the review and consideration of candidates is finalized, the Nominating Committee will present a report to the Board of Directors.

SECTION V BOARD OF DIRECTORS

(a) Eligibility for voting board members

In order to serve on the Manitoba Society's Board of Directors, individuals must be members in good standing of the National Society. In the absence of membership, any candidate to the board of directors must commit in writing to apply for membership within 10 days of election. Vesting of office is subject to membership approval.



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(b) Eligibility for non-voting board members

The board may, at its own discretion, determine the eligibility for non-voting board members to sit at board meetings, such as in the case of Student Liaisons.

SECTION VI BOARD SUCCESSION

(a) Ensuring succession

Unless proposed otherwise by the nominating committee, after the President's two-year term has been completed the Vice-President will become the *de facto* nominee for President, to be voted on at the Annual General Meeting.

(b) Period of office

No person should hold any single elected office for a period exceeding three consecutive years, and no person should serve on the Board of Directors for more than ten consecutive years, unless the role cannot otherwise be filled and is necessary for the ongoing operation of CPRS Manitoba.

SECTION VII COMPLAINTS

(a) Form of complaint

Any complaints in relation to the Manitoba Society by members must be submitted in writing to the Board to be considered at the next regularly scheduled Board meeting.

SECTION VIII BOARD MEETINGS

(a) Voting on board matters by proxy

Any board member can assign their proxy to another board member by email or in writing, for the purpose of voting on matters at any board meeting.

The board member can assign their proxy for a specific item or items, or they can assign their proxy for all votes to take place at the board meeting.

SECTION IX NATIONAL PRESIDENTS' COUNCIL MEETING

(a) Funds for President's attendance

The Manitoba Society will provide up to \$1,500 for the President to cover the cost of travel to and from the annual Presidents' Council Meeting, hotel, and any other associated costs.



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If the costs associated with the Presidents' Council meeting are less than \$1,500, then the remainder can be used towards the President's attendance at the CPRS National Conference, unless the conference is held locally. In that case, the board can determine the level of support for the president to attend the National Conference.

SECTION X STUDENT SCHOLARSHIPS

(a) Amount of scholarships

The Manitoba Society will provide two \$500 student scholarships annually.

(b) Institutions

One scholarship must be provided to a Public Relations student from Red River College's Creative Communications Program; the other must be provided to a student from the University of Winnipeg's Public Relations Marketing Management Program.

(c) Selection

In each case the scholarship will be awarded to the CPRS Manitoba student member with the highest grade average, as advised by the respective institution.

SECTION XI REVIEW OF REGULATIONS

(a) Annual review

The Board of Directors of the Manitoba Society will review these regulations annually, at least once in the calendar year following elections of the Board of Directors.



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APPENDIX

Date Changes Made	Changes	Page	Date approved by Board
January 7, 2015	Document created	N/A	AGM – May 22, 2014
April 10, 2015	<i>Section X: Student scholarship</i> – added requirement that recipients of scholarship must also be student members of the Manitoba Society	5	April 8, 2015
February 2, 2016	<i>Section VI: Board succession</i> – added subsection (b): Period of office	4	February 1, 2016