

## Bylaw Amendment Proposals

### Overview of Changes

The board of directors is recommending amendments to three bylaws of the association: Bylaw 1 a) IV to move from an annual membership to a bi-annual membership format; Bylaw 3 to change the fees to only a bi-annual fee; and Bylaw 7, to change quorum at annual general meetings from 10 per cent of the total members in good standing to 50 per cent plus one of those in attendance.

### Background and Rationale

**Bylaws 1 and 3:** For the first 13 years of the association, we were lucky to have two volunteers who handled 90 per cent of the administrative work. They maintained membership files, manually created and invoiced members, and spent hours following up and collecting fees, among other tasks. Much of the work was manual and extremely labour intensive. Other board members have stepped up and taken over some of the work, but nobody has been able to give as much time to these tasks. As a result, no invoices have been distributed for the past year. The approved fee structure includes six different fee options for single, two-person one household, and family memberships with a discount for paying for two-years at a time. The majority of members take advantage of the discounted two-year option. Renewals also occur throughout the year. The proposed changes would move to only two fee options: a two-year membership for single members and a two-year option for multi-member households. Renewal dates would all be moved to Sept. 1 to coincide with our fiscal year. New members joining in the first six months of the fiscal year would pay the full two-year fee, and members joining in the second six months would receive a deduction.

Thanks to the work of our treasurer, Barb Mansfield, the membership file has now been automated in an easy to use EXCEL file, and the task of creating invoices has been changed to a more automated process using EXCEL and WORD.

**Bylaw 7:** As the association has grown, it has been increasingly difficult to ensure that at least 10 per cent of the membership attends the annual general meeting. We are a volunteer-based community association, and the issues covered at the AGM are not fiscally significant enough for the board to institute a complex proxy voting system. All information is posted to our website, and members are able to question the board at any time. We therefore believe it is more appropriate that a majority of those members who actually attend the AGM vote to approve the initiatives brought forward at the meeting.