

NOTICE OF MEETING: Bylaw Changes:

Notice is hereby given to all members of the SMUS Parents' Auxiliary Society of proposed bylaw changes. **All members of the Society are invited to attend the Extraordinary General Meeting called for Tuesday, April 19th at 7pm in Wenman Pavilion to vote on amendments to the By-laws.**

The bylaw changes consist of two Special Resolutions:

The first Special Resolution is presented as a package, as all sub points relate to the proposal to have a Spring General Meeting in addition to the fall Annual General Meeting. The primary purpose of the Spring General Meeting will be to elect officers for the new school year and to receive year-end reports. The Annual General Meeting will continue to be held in the fall term of the school year. At that meeting the Financial Statements from the previous school year will be presented, and the budget for the ensuing year will be approved.

At present, our bylaws require the election of officers at the fall AGM. This has resulted in organizational problems for the Auxiliary, as new officers start a new term of office well after the new school year is under way. It is important to keep the AGM in the fall, since the Parents' Auxiliary's fiscal year end is June (coinciding with the school's fiscal year end) and financial statements cannot be prepared before the fall.

The second Special Resolution is related to the amount of money that the Board of Directors can spend on an unbudgeted item without the approval of the general membership. This is a change from \$100.00 to \$200.00.

SPECIAL RESOLUTION #1:

BYLAWS

Part 1 - Interpretation

1.

- (d) **“term”** means the time between the Annual General Meeting and the immediate next Annual General Meeting.

Change to: (d) **“term,”** means the time between July 1st of one year and June 30th of the subsequent year.

- (e) **“officer term”** means the time between the first Directors' meeting following an Annual General Meeting and the first Directors' meeting following the next immediate next Annual General Meeting; or, if officers are elected at the Annual General Meeting, **“officer term”** has the same meaning as **“term”**

Change to: (e) “officer term” has the same meaning as “term”

Part 3 – Meeting of Members

9. (1) There shall be:
- (a) Regular Monthly Meetings, and
 - (b) An Annual General Meeting.

Change to:

9. (1) There shall be:

- (a) Regular Monthly Meetings, and**
 - (b) A Spring General Meeting, and**
 - (c) An Annual General Meeting.**
- (4) **“General Meetings”** of the Society shall be held at such time and place, in accordance with the Society Act, as the Directors decide, including the Annual General Meeting, which shall be held in the Fall term of the School. The function and scope of the said Annual General Meeting is to receive committee reports and the financial report for the past year, and to elect and to install the directors for the ensuing year, to approve the budget for the ensuing year, and for all other general purposes relating to the management of the affairs of the Society.

Change to:

- (4) **“General Meetings”** of the Society shall be held at such time and place, in accordance with the Society Act, as the Directors decide, including a General Meeting held in the Spring term of the school year, and an Annual General Meeting held in the fall term of the school year. The function and scope of the Spring General Meeting is to receive Directors’ and Committee reports, to approve Allocations requests, and to elect Officers and appoint Directors for the new term that begins July 1st. The function and scope of the Annual General Meeting is to receive the financial reports for the past year, to approve the budget for the ensuing year, and for any other general purposes relating to the management of the affairs of the Society.

10. Every general meeting, other than the Annual General Meeting, is an Extraordinary General Meeting.

Change to:

10. Every general meeting, other than the Spring General Meeting and the Annual General Meeting, is an Extraordinary General Meeting.

Part 4 – Proceedings at General Meeting

13. Special business is:
- (1) all business of an extraordinary general meeting except the adoption of rules of order; and
 - (2) all business that is transacted at an Annual General Meeting, except
 - (a) the adoption of the rules of order;
 - (b) the consideration of the financial statements;
 - (c) the report of the directors;
 - (d) the financial reports, if any;
 - (e) the election of Directors;
 - (f) the appointment of the auditor, if required; and
 - (g) such other business as, under these By-laws, ought to be transacted at an Annual General Meeting, or business which is brought under consideration by the report of the directors issued with the notice convening the meeting.

Change to:

Part 4 – Proceedings at General Meeting

13. **Special business is:**
- (1) all business of an extraordinary general meeting except the adoption of rules of order; and**
 - (2) all business that is transacted at an Annual General Meeting, except**
 - (a) the adoption of the rules of order;**
 - (b) the consideration of the financial statements;**
 - (c) the financial reports, if any;**
 - (d) the appointment of the auditor, if required; and**

(e) such other business as, under these By-laws, are to be transacted at an Annual General Meeting as set out in Part 3, Paragraph 9(4), or business which is brought under consideration by the report of the directors issued with the notice convening the meeting.

(3) all business that is transacted at a Spring General Meeting, except

(a) the adoption of the rules of order;

b) the report of the Directors;

c) the election of Officers;

d) the appointment of Directors;

(e) such other business as, under these By-laws, are to be transacted at a Spring General Meeting as set out in Part 3, Paragraph 9 (4), or business which is brought under consideration by the report of the directors issued with the notice convening the meeting.

Part 5 – Directors and Officers

24. (1) The officers shall retire from office at each Annual General Meeting when their successors shall be elected.

Change to:

24. (1) The officers shall retire from office on June 30th, when their successors shall take office July 1st, having been elected at the Spring General Meeting. The Treasurer may continue as Past Treasurer until the Annual General Meeting, at which time he/she will present the Financial Statements and the Budget for the year; or, the Past Treasurer will prepare the Financial Statements and the Budget for the year for the current Treasurer to present at the Annual General Meeting.

24 (6) No member shall hold the same office for more than two years, but this provision may be waived by a two-third majority of members attending an Annual General Meeting.

Change to:

24. (6) No member shall hold the same office for more than two years, but this provision may be waived by a two-third majority of members attending the Spring General Meeting.

25.

- (2) An Officer-Director so appointed hold office only until the conclusion of the next following Annual General Meeting of the Society, but is eligible for re-election at the meeting.

Change to:

- 25. (2)An Officer/Director so appointed holds office until June 30th, but is eligible for re-election at the Spring General Meeting of the Society; subject to the limitation as to the term of office in paragraph 24 (6) above.**

Part 6 – Proceedings of Directors

30. There shall be a Nominating Committee. Prior to each Annual General Meeting, the President shall appoint a committee of three (3) members, one of whom shall have held office in the past, to draw up a slate of candidates for the Officer-Director positions for the forthcoming term or year. A list of final nominees shall accompany the notice of the Annual General Meeting together with an agenda. A ballot box shall also be provided at the place of the Annual General Meeting, and voting shall be by ballot. Nominations must also be accepted from the floor at the time of the Annual General Meeting.

Change to:

- 30. There shall be a Nominating Committee. Prior to the Spring General Meeting, the President shall appoint a committee of three (3) members, one of whom shall have held office in the past, to draw up a slate of candidates for the Officer/Director positions for the forthcoming term or year. A list of final nominees shall accompany the notice of the Spring General Meeting together with an agenda. A ballot box shall also be provided at the place of the Spring General Meeting, and voting shall be by ballot. Nominations must also be accepted from the floor at the time of the Spring General Meeting.**

Part 10 – Financial Statements

49. The financial statements shall be prepared by a qualified accountant for presentation by the Treasurer at the Annual General Meeting,

Change to:

- 49. The financial statements shall be prepared by a qualified accountant for presentation by the Past Treasurer or Treasurer at the Annual General Meeting.**

Part 11 – Special Clauses on Banking and Profits

56. Scholarships, Awards, and Other Disbursements:

(d) and to fill the recommended funding requests as presented by the Parents' Auxiliary Allocation Committee and authorized by members at a Regular Monthly Meeting which shall be held in the Spring Term.

Change to:

56. (d) and to fill the recommended funding requests as presented by the Parents' Auxiliary Allocations Committee and authorized by members at the Spring General Meeting.

SPECIAL RESOLUTION #2:

Part 11 – Special Clauses on Banking and Profits

55. Banking

(1) The Board of Directors shall have the authority to spend up to \$100 for any unbudgeted item without a resolution of the general membership.

Change to:

55. (1)The Board of Directors shall have the authority to spend up to \$200 for any unbudgeted item without a resolution of the general membership.