

SAHCA Proposed Bylaw Amendments – AGM June 18, 2018

4. Membership Meetings

(a new 4g, current 4g becomes 4h)

- g) Resolutions and/or motions passed by a majority of the Members in good standing at an Annual General Meeting and/or a Special Meeting of the General Membership shall be binding on the subsequent decisions and actions of the Officers and remain in effect until they are amended or repealed by a later vote of the Members in good standing at either another AGM or Special Meeting of the General Membership. If the original resolution or motion includes a specific expiry provision, it will remain in effect until the stated expiry provision has occurred.

7. Duties

(a new 7i)

- i) Each Officer, as a condition of holding office, will faithfully abide by resolutions and/or motions passed by the General Membership at an Annual General Meeting and/or a Special Meeting of the General Membership and will take the steps necessary to implement and fulfil such resolutions/motions.

Should any Officer raise concerns regarding another individual Officer's compliance with this fundamental obligation, the President will call a Special Meeting of the Officers to review the matter. Should a majority of the Officers voting determine that an Officer has not fully complied with his/her obligations, said Officer may, by motion of the board, be formally cautioned, asked to resign from The Executive or, be removed from office.

The Officer in question shall not move, second or vote on the motion.

A new section 10 thus bumping all of the remaining sections numerically up

10. Transparency/Conflict of Interest

All Officers are expected to represent the best interests of SAHCA Members in good standing and not to place themselves in any form of perceived or actual conflict with this essential responsibility. Should any Officer raise concerns regarding another individual Officer's compliance with this fundamental obligation, the President will call a Special Meeting of the Officers to review the matter. Should a majority of the Officers voting determine that an Officer has not fully complied with his/her obligations, said Officer may, by motion of the board, be formally cautioned, asked to resign from The Executive or, be removed from office.

The Officer in question shall not move, second nor, vote on the motion.

The fundamental obligations include but, are not limited to, the following circumstances:

SAHCA Proposed Bylaw Amendments – AGM June 18, 2018

- a) In dealing with organizations external to SAHCA, the designated Officer is acting on behalf of the SAH Executive and will take direction from the Executive in respect to format, form and content of all formal correspondence in advance of sending such correspondence. It is understood that some Officers may interact with other external stakeholders, including the media, and may be asked to voice an opinion on a given issue. Each Officer will attempt in good faith to present the consensus opinion of the SAH Executive and of the General Membership to the best of their ability.
- b) Formal correspondence will be on SAHCA letterhead and will be copied, at least, to the Secretary. If the Secretary is the sender of the correspondence, it will be copied to the President.
- c) As much as possible, Officers will use SAHCA letterhead and SAHCA eMail addresses for SAHCA business. When an Officer does not have access to his/her SAHCA eMail, the Officer is authorized to use his/her personal eMail. The SAHCA Secretary will be copied on ~~an~~ all eMail (sent from a non-SAHCA eMail address) that pertains to SAHCA business. The first line of the eMail, after the salutation, will indicate, as follows, it is being sent on behalf of the SAHCA:

“This communication is sent on behalf of St Andrews Heights Community Association.”

If the Secretary is the sending Officer, the President will be copied.

- d) Any communication of a personal or business interests nature between an Officer and any government and/or administrative body (eg: City of Calgary departments and agencies, Development Appeal Board, Province of Alberta, etc.) will be copied to the Secretary and be handled with discretion, including any need to clarify any potential “conflict of interest”.

To ensure that no advantage may be gained nor, perceived to be gained, through an Officer’s role/status, the first line of the eMail, after the salutation, will indicate, as follows, it is being sent on other than SAHCA business:

“This communication is sent on behalf of me personally/my business interests and not on behalf of the St Andrews Heights Community Association.”

The Officer will ensure the Secretary receives a copy of every related eMail received.

If the Secretary is the sending/receiving Officer, the President will be copied.