

NPNA Bylaw Amendments
AGM October 3, 2018

EXISTING	PROPOSED	RATIONALE
1.2. Membership to the NPNA can be registered by completing a membership application form.	1.2. Membership to the NPNA can be registered by completing the membership application form electronically on the NPNA website homepage (npna.ca), or manually on a sign-up sheet available at NPNA public meetings.	Clarifies where the membership application form can be found.
2.1.1.1 President — facilitates meetings and acts as the official head of the organization.	2.1.1.1 President — facilitates meetings, acts as the official head of the NPNA, and ensures that the NPNA’s Code of Conduct is upheld (see Appendix A).	Assigns overall responsibility of enforcing the Code of Conduct to the President.
2.1.2 Sub-Committees: These positions are not fixed; they may be filled, or their duties may be undertaken on an ad hoc basis by other board members, or temporary committees may be formed to address specific issues as they arise.	Sub-Committees: The following list of sub-committees represents general areas of interest/concern for the neighbourhood. Other sub-committees may be formed on an ad hoc basis as necessary. Sub-committees must be chaired by a board member. Sub-committee membership is open to any member in good standing.	Adds clearer wording about sub-committee categories and membership requirements.
2.1.2.6 Land Use Chair— Liaises with City of Victoria Planning department; and liaises with developers, contractors and architects to ensure new developments and redevelopments meet the objectives of the neighbourhood, Local Neighbourhood Plan, and the Official Community Plan; calls and chairs any meetings related	2.1.1.4 Land Use Chair— Liaises with City of Victoria Planning department; liaises with developers, contractors and architects to ensure new developments and redevelopments meet the objectives of the neighbourhood, Local Neighbourhood Plan, the Downtown Core Area Plan and the Official Community Plan;	Adds the position of Land Use Chair to the list of Executive positions, and the requirement to maintain NPNA’s land use webpage. Clarifies the role of the Land Use sub-committee.

<p>to land use including the public land use meetings.</p>	<p>calls and chairs any meetings related to land use including formal Community Association Land Use Committee meetings (CALUC); and maintains the land use page on the website (npna.ca/land-use), updating as needed with meeting notices, minutes and reports.</p> <p>2.1.2.6 Land Use — Works with the Land Use Chair to achieve the land use objectives described at npna.ca/land-use.</p>	
<p>3.1 At the Annual General Meeting, members may be elected to a board position through a general vote of all members present.</p> <p>3.1.1 An elected Board member must be a member in good standing (as per bylaw 1.2.1) prior to the Annual General Meeting, be endorsed by two existing Board members, and received approval by a majority of the Board present at a monthly Board meeting prior to the Annual General Meeting.</p>	<p>3.1 At the Annual General Meeting, nominated members may be elected to a board position through a general vote of all members present.</p> <p>3.1.1 A nominated member is an “active member” who has been endorsed by at least two Board members in advance of the Annual General Meeting. This endorsement must be approved by a majority of the Board prior to the Annual General Meeting.</p> <p>3.1.2 An “active member” is a member in good standing who has attended at least 50% of NPNA meetings in the past year. This requirement ensures mutual assessment of affinity and respect between NPNA and the member.</p>	<p>Clarifies the nomination process and adds in the definition of “active member”.</p>
<p>3.4.1 If a member stands for a vacant position at any time other than during the Annual General Meeting, they may be elected by a general vote of all members in attendance at the</p>	<p>3.4.1 If, at any meeting other than the Annual General Meeting, an active member is nominated (see 3.1.1 and 3.1.2) for a vacant Board position, they may be elected by a general vote of all members in</p>	<p>Adds clarity to procedure for Board elections held between AGMs.</p>

<p>meeting during which they stand.</p> <p>3.4.2 Board members elected at a meeting other than the Annual General Meeting shall be nominated for elections at the next Annual General Meeting, regardless of when the particular member was appointed into their position.</p>	<p>attendance at that meeting. This is considered a temporary appointment between AGMs, and the nominee must stand for election at the following AGM.</p>	
<p>3.5 An auditor or audit committee will be appointed at each Annual General Meeting.</p>	<p>Remove.</p>	<p>This section largely duplicates 5.4. See modified 5.4, below, for integration of 3.5 and 5.4.</p>
<p>4.1 The Association shall meet no less than once per month, at a regularly appointed time. This regular meeting shall be open to all members of the association.</p> <p>4.1.1 Notice of the monthly Association meeting shall be given via email to all registered members of the Association with a valid email address, no less than one week prior to the meeting.</p> <p>4.1.2 Notice of the monthly Association meeting additionally shall be posted on the NPNA bulletin board.</p>	<p>4.1 The Association shall meet no less than once per month. This monthly meeting shall be open to all members of the association.</p> <p>Section 4.1.1 remains unchanged (included for context).</p> <p>Remove 4.1.2</p>	<p>Retains requirement to meet monthly, but removes the need to have a set schedule. This change allows for flexibility in planning.</p> <p>Removes requirement to post on the bulletin board. Notices are distributed electronically.</p>
<p>5.1. The NPNA receives money from the City of Victoria, and may receive grants and donations from other sources as well.</p>	<p>5.1. The NPNA receives money from the City of Victoria, and may receive grants and donations from other sources as well.</p> <p>Budgets attached to City and other funder grants must not exceed the budget limit without advance Board approval.</p>	<p>Manages overrun. Adds in a Board pre-approval requirement to budget overrun.</p>
<p>5.3. Ad hoc committees may request a set amount of funds</p>	<p>5.3. Ad hoc committees may request a set amount of funds</p>	<p>Prevents overrun.</p>

<p>for all expenses related to a particular event, but must provide a statement of account for that event upon its conclusion detailing how the money was spent and return any unspent monies to the Treasurer.</p>	<p>for all expenses related to a particular event, but must provide a statement of account for that event upon its conclusion detailing how the money was spent and return any unspent monies to the Treasurer.</p> <p>Event expenses cannot exceed the set amount of committed funding.</p>	
<p>5.4 The NPNA shall have its books audited by persons unrelated to the executive committee (e.g. members-at-large, non-board members of the association, or by a professional company) no less than once a year to ensure fiscal responsibility.</p>	<p>5.4 In advance of each AGM, the NPNA’s annual financial statement must be approved by the Board and signed by one or more directors to confirm that the approval was obtained.</p> <p>The approved financial statement must be presented to the members at each Annual General Meeting.</p>	<p>Updating to reflect requirements of new BC Societies Act.</p>
<p>6. Privacy (see appendix)</p>	<p>6. Privacy (see Appendix B)</p>	<p>Adjust lettering to account for new appendix re Code of Conduct.</p>