

Good morning Cathy and PEC Committee,

During the September 2018 Argyle BIA Board of Management Meeting, the ABIA by-laws were reviewed.

For the following two by-laws, the amended wording was approved by the Board of Management, and thus we are respectfully requesting that the suggested amendments be placed on the Tuesday, October 9th PEC Agenda for the Committee for consideration of approving our request:

## **8.2 (Annual General Meeting Invitations)**

*Existing:*

- (a) Sent by prepaid mail to each Member not less than 15 days prior to the meeting. Notice shall be mailed to the address last provided by the Member to the Board of Management or, where no address is provided, to the property address of the owner(s) indicated on the last municipal assessment roll; or
- (b) Delivered personally to each member.

*To:*

Membership should receive written or electronic notice of the Annual General Meeting not less than ten (10) days prior to the meeting date. The accidental omission to give notice to any member, Board member or auditor shall not invalidate any action taken at any meeting held pursuant to such notice.

*Reason:*

The main communication tool used is email and social media. We believe in this day and age that including these modes for notification to be reasonable. As well, in preparing the details for the AGM the 10-day window is much more manageable than the existing 15-day requirement.

## **8.6 (Quorum at Annual General Meeting)**

*Existing:*

A majority of the Members constitutes a quorum at any meeting of the Members.

*To:*

The members present shall constitute a quorum at any meeting of the members. If there are less the twenty (20) members present, then the presiding officer will adjourn the meeting

*Reason:*

The existing By-law can be interpreted to mean that to have quorum, there must be a majority of members present or over 50% (i.e. 105 in the Argyle BIA's case). As such, it is an unattainable attendance to achieve. This would change to 'The members shall constitute a quorum at any meeting of the members', as listed above.

Please let me know if you require any other information.

On behalf of the Argyle Business Improvement Association Board of Management, we thank you for your time and consideration.

Kind regards,

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**Sarah McConnell**