

Nov 4th, 2018

To: Chair and Members, Planning and Environment Committee
Subject: Request for Amendment to our Hamilton Road BIA By Laws

Dear Sir/Madams

Our Board of Management has reviewed the Hamilton Road BIA's By Law and requests that the following amendment requests be added to the PEC Agenda for Nov 12,

1. Committee Members

Current:

5.12 (1) Each committee appointed shall be composed of not fewer than three (3) directors of the Board of Management and shall perform such duties and undertake such responsibilities as the Board of Management specifies and shall report only to the Board of Management.

To: Each committee appointed shall be composed of not fewer than *two* (2) directors of the Board of Management and shall perform such duties and undertake such responsibilities as the Board of Management specifies and shall report only to the Board of Management.

Rationale:

The committees of the Hamilton Road BIA Board of Management will help us carry out the different goals of the organization. Several committees are being formed in the future (the Beautification committee, Events committee, etc.). The lower amount of board members required to be on a committee ensures that their time and capacity is being appropriately leveraged to fulfill the goals of the organization. With two board members being the minimum, it will allow us to also recruit from other BIA members from the greater business community and add in more individuals who may have an interest in the committee.

2. AGM Notice

Current:

8.2 Notice for all Members' meetings shall be:

(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.

To: Membership should receive written or electronic notice of the Annual General Meeting not less than *ten (10) days* prior to the meeting date.

Reason:

This 10-day timeframe will allow us some extra time, should any unforeseen circumstances occur. We will be using email, going forward, which should provide ample notice.

3. AGM Quorum

Current:

8.6 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 fifteen (15) members present, then the presiding officer will adjourn the meeting.

Reason:

This current by law states that the majority of membership (50% plus 1) would need to be present at an AGM for quorum to be achieved. For the majority of the Hamilton Road BIA to be present, 72 members would need to attend. This is not a realistic number of members to be present at an AGM and may cause us to postpone important decisions. In our experience, having 15 individual members present is a significant presence for an AGM and represents the diversity of the Hamilton Road business corridor.

Thank you, in advance, for consideration. Please let us know if you have any questions!

We give permission for all communication to be made public, including postings to the PEC Agenda and as well as City of London website(s).

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