



PROPOSED CONSTITUTION AND BY-LAWS CHANGES

Over the course of its lifetime, the VCA has amended its **Constitution and By-Laws** several times to reflect its evolution and changing conditions.

A number of VCA members and the Executive Board have worked over the last several months to once again update these documents, which will be sent to the October 2020 AGM for a vote by the membership.

The main changes proposed include newly worded **Mission and Purpose statements**, changes to the descriptions of the **responsibilities of the Vice President and Treasurer**, changes to meeting and voting procedures, **and limits to non-budgeted expenses**.

For those who are interested in the details, you can view the Constitution and By-Laws currently in effect on the VCA website, as well as the proposed Constitution and By-Laws.

Looking forward to “seeing” you (or your proxy) at the AGM to vote on these changes. If you have questions or suggestions regarding any of these revisions, please contact Mona Babin at mtmbabin@gmail.com before October 7, 2020.

EXECUTIVE SUMMARY

VCA Constitution and By-Laws amendment RECOMMENDATIONS

As of September, 2020

This is an outline of the recommended Constitution and By-Laws changes. For more details, please read the current and recommended Constitution and By-Laws documents.

1. Constitution

MISSION: To foster a harmonious community, provide a strong voice within the municipality, and preserve/enhance the beauty of The Village.

2. By-Laws

Article 1- Membership

- Membership to this Association shall be on a household basis, with one household (one address) constituting one membership and one vote
- Only one member per household may hold a position on the Executive Board at any one time.

Article 2 – Meetings

- All meetings of the Association shall be held either electronically or at a location within NOTL to be determined by the Executive Board.
- All matters put to a vote at a properly constituted meeting shall be decided by a majority vote of members in attendance in good standing, plus those members in good standing attending by proxy.

Article 3 – Executive Board

- It is advisable that the member running for President have prior board experience on the VCA or with a comparable organization.
- If more than one candidate is running for an Executive position, the vote shall be by secret ballot.
- The following people cannot run for election on the Board of Directors: Niagara-on-the-Lake elected officials or Niagara-on-the-Lake Town administrator.
- One of the President's responsibilities is to maintain relationships with key members of the Niagara-on-the-Lake municipality, and to ensure VCA attendance at the Niagara-on-the-Lake council meetings when relevant.
- The Treasurer is to conduct bank reconciliations every month
- Non-budgeted expenses over \$500 must be approved by an Executive vote and reported to the membership by the Treasurer at the next Annual General Meeting.
- The Treasurer must present an annual financial report at the Annual General Meeting and an interim financial report to the membership at the October meeting
- The descriptions of the duties of the Executive Board have been updated.