

Proposed Changes to Constitution

North West Environment Centre Inc

August 22nd 2015

NWEC Inc was incorporated on 14th January 2003 and there have been a number of amendments to the constitution over the years.

Over the past year the committee has become aware of a number of changes that need to be made in order that the association can best function in the manner that suits its present level of operation.

Accordingly, the committee has embarked upon formulating these proposed changes with a view to putting them to a Special General Meeting within 3 to 4 months.

We present here an overview of the proposed changes and the reasons for them.

All of the specific proposed changes will be available on our website shortly and we encourage all members to consider them and provide us with feedback within the next month.

We will then prepare our final recommendation for changes which will also be placed on our website.

The Special General Meeting will be called specifically to consider the proposed changes.

The proposed changes can be summarised as following:

“OBJECTS”

Reference to “Values” and “Goals” at end of Constitution to be removed as they are either too vague or repetitive.

The important points are to be reformulated and added to the specific list of Objectives.

Other points may form part of the Mission or Vision Statements.

Question:

“Should the Vision and Mission Statements be something that an AGM or SGM approves or should it be left to the committee?”

MEETINGS

Currently there is a mishmash between Annual General Meetings, Special General Meetings, General Meetings, Committee Meetings and Executive Meetings. A General Meeting at present is required to be held every 3 months!

Also there is only provision for 6 people to be on the management committee which is also called the Executive.

We have been in the fortunate position lately where a number of extra people are willing to serve on the committee and there hasn't been a way to incorporate them.

We are **proposing** the following:

Annual General Meeting.

Held annually to consider reports, appoint an auditor, elect new committee members, consider other business (for which notice was given).

Special General Meeting,

Held as needed (if needed) to consider business for which notice has been given.

NB Changes to the constitution can only be made at an AGM or a SGM.

Management Committee Meeting,

Held regularly (usually monthly) to manage the day to day affairs of the association. (Currently consists of only 6 positions which are named:- President, Vice President, Secretary, Treasurer, Public Officer & Publicity Officer)

The Executive, (4)

To consist of President, Vice President, Secretary and Treasurer. Maximum terms to be set for executive positions. (2 yrs, 3yrs, 4yrs?)

Other Committee Members,

To include up to 8 other members as “Ordinary Committee Members” bringing the total size of the committee to a maximum of 12. (Not all these extra positions need to be filled all the time.)

The roles of Publicity Officer, Public Officer and Membership Officer (and any others) can be taken on by any of these 8 (but not the executive) as required.

NB The executive does not run the association (the entire committee does) but has a limited power to make urgent decisions between meetings (which must then be ratified by the next meeting)

Sub Committees

are set up by the M/C for specific purposes and must contain at least one person who is a member of the M/C and reports back to the M/C.

Other Matters

Specifying who will chair meetings.

Filling of Casual Vacancies to be done by the M/C

Permission for any member to attend a Management Committee Meeting, ask questions but not vote.

Specifying procedures for election of office bearers including secret ballot voting.

Adding bank transfers as a method of payment as well as cheques.

Delete Voting by Proxy at AGM/SGM

Question:-

“Do we want a casting vote by Chairperson at AGM/SGM?”

Other Matters:

-Currently there is the power for the Management Committee to change decisions made by the AGM. This is wrong and must be deleted.

-Also the power to grant Honorary Membership and Life membership should only be a power given to the AGM/SGM and not the Management Committee as it is now.

-As well, membership fees and categories should only be decided by the AGM/SGM and not the Management Committee.

What are your thoughts?

What Now?

- Read all the documents
 - Formulate your opinions
 - Send us an email with your input before September 30th 2015
 - Look out for a notice to attend the Special General Meeting
- (At that stage the website will contain the finalised proposed changes to be voted on at the Special general Meeting.)

Any Other Feedback?

While we are all here please tell us anything else you can think of that:-

- We should be doing or doing better
- We should not be doing

Are there any special projects we should be focussing on?

What (if any) workshops/presentations would you like to see us conduct?

What level of social occasions should we organise and what form should they take?

Anything else?

Thank you

Management Committee NWECC Inc.