

Bayview Village Annual and Special Meeting Checklist

June 21, 2016

Preliminary:

- Publish Notice of Annual and Special meeting on website and in
- Newsletter
- Bring business cards, name tags, newsletters, membership forms,
- booklets, history of BVA book
- Microphone, loudspeakers
- Post signage around Village
- Arrange movers and seconders for motions

President's Agenda:

- Welcome
- Dispense with reading of Notice of Special and Annual Meeting
- Quorum present
- Recognize BVA Exec Members present
- Committee Chairs recognize (ask them to stand)
- Financial Statements
- Special Resolution re Charter Amendments (means of voting by show of
- hands)
- (outline 66-2/3% approval requirement, background to Doug's work,
- problems that changes
- seek to resolve) (Mover/Seconders/ discussion/ show of hands)

Elections

- .List of past and proposed members of Exec and Committees
- (Mover/Seconders/ discussion/ show of hands)
- Reports (Mover/Seconders/ discussion/ show of hands)
- Communications
- Opportunities to participate on Committees (if you feel that you can
- contribute pls step up)
- How to communicate with BVA (Twitter, e-mail, website, RSS Feed?)
- Changes to distribution of Newsletter (acknowledge Judi & Jane)
- generous support of our sponsors

Tim's Speech (check against Jan's speech)

- My 30 years as BVA member and resident/ history on BVA Exec.
- Few words about membership decline

2016 Plan:

- MAGA active
- 60th anniversary events (recognize Committee)
- Community Events

Strategic Plan (5 years) and Strategic Retreat

- Why? (Look at the forces that built BVA)
- Creating opportunities together
- What is now relevant to your lives?
- Deliver the services you need
- Lobbying to protect the BVA
- Broad consultation
- Environmental scan/ best practices
- How will we communicate these changes?
- Welcome to new members
- No income other than membership fees
- I look forward to meeting you throughout the year
- Revisions to Charter will allow more members to participate on Committees

Recognition of past Exec members?

Motion to Adjourn and refreshments

ADDENDA for 2016:

- Sound system (Jane/ David)
- Photos (Judi)
- Unlock Church (Jean)
- Street signs (Monty)
- Prepare volunteer sign-up sheets
- Prepare list of volunteers (Jean)
- Bring Easel for flip charts
- Fix AGM Agenda to add Report on Social Activities
- Publish list of nominees for Officers, Exec and Committee Chairs in advance of AGM.(Jane Robertson).
- Determine who is to receive volunteer award (Jean Probyn).
- Proof read Bylaw changes in AGM booklet against resolutions of eExec.
- Determine under RRO whether AGM Agenda is approved.
- Ditto whether previous AGM Minutes approved. Courtney Douldrun).

- Order tea, coffee, cake , water, (Jan Siegel).
- Extension cord for PA system (Davis Magil).