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| Section 2.4(Financial Responsibility)  | This section states the Human Rights Code requirements for considering applicants’ income.  |
| Section 3.1 (Members Meeting) | The board has to call an annual general members’ meeting each year. The board may call other general members’ meeting if necessary. |
| Section 4.1(d) (Agenda of Members’ Meetings – Adding items)  | The procedure has been simplified from earlier Models.  |
| Section 4.3 (Quorum at Members’ Meetings) | Fifteen percent of the members is the minimum number that must be present for the co-op to hold a legal members’ meeting. This is called a quorum |
| Section 5.4 (Majority Required)  | This section explains when each kind of majority is needed. The Rules of Order have examples. The examples are: A simple majority is more than half of the votes cast. A two-thirds majority is at least two-thirds of the votes cast. Abstentions and spoiled ballots are not considered votes cast. Examples: • Simple majority: • 31 members present and 25 vote • a simple majority is 13 (more than 25/2 = 12 1/2) • it is not 50% plus one (more than 12 1/2 + 1 = 13 1/2), which would be 14. • Two-thirds majority: • 31 members present and 26 vote • a two-thirds majority is 18 (at least 2/3 x 26 = 17 1/3) • it is not 17, because it has to be “at least” 17 1/3  |
| Article 6 (Member Control)  | This clarifies issues that sometimes come up. It includes point-by-point listings for each kind of requisition or petition to help people avoid mistakes. |
| Section 7.1 (Number of Directors) | The board of directors is made up of five (5) directors. No change from the co-op’s current by-law. |
| Section 7.2(b) (Good financial standing)  | This states rules and processes for election of directors. It relates to the Occupancy By-law sections on existing directors who go into arrears.  |
| Section 7.2(c) (Who Can be a Director – Members of same household)  | Two members who live in the same unit cannot be on the board at the same time. This is rule and included in the co-op’s current by-law. |
| Section 7.2(e) (Former directors who resigned)  | Directors who resign are not eligible to be on the board until the second election meeting after they resigned.  |
| Section 7.3(c) (Staggered terms)  | This rule remains the same and is included in the current by-law.  |
| Section 7.4 (Director Term Limits)  | This section was removed. There are no term limits for directors. The Organizational By-law allows directors to serve for two consecutive two year terms. |
| Section 8.2(e) (Election Procedures – Tie vote)  | The Model says that if there is no longer a quorum, a new members’ meeting is needed to break a tie. An alternative would be to finalize the election at a board meeting. The suggestion is that the directors flip a coin, but they can make a real decision if that is what the co-op wants. The wording for the coin flip would be: (e) Tie vote If there is a tie for the last position, there will be a second ballot between the tied candidates. If a quorum is no longer present, the board will decide between the tied candidates by flipping a coin. This is not necessary if all but one of the tied candidates withdraws.  |
| Section 9.1 (Duties of Board of Directors)  | This has been updated. It has a detailed list of some specific board duties in addition to the board’s general responsibility.Powers of the Board can be found in the Organizational By-law No. 14, 5.1  |
| Section 9.1(d) (Risk management)  | The board is responsible for obtaining adequate insurance for the co-op. Because of this, sections on Bonding and Directors’ and Officers’ Liability Insurance have been removed from the by-law or shortened. The board will be able to make the decisions based on what insurance is available and costs and benefits. There is no mention of risk management in the co-op’s current by-laws. |
| Section 9.2 (Committees and Staff) | The board can arrange for things to be done by committees or staff. The board has to supervise them. Committees report to the board |
| Section 11.1 (Regular Board Meetings) | The board will hold six (6) regular meetings a year, at a regular time and place set by the board |
| Section 11.1(c) (E-mail notices)  | This has been modernized in accordance with amendments to the Co-operative Corporations Act.  |
| Section 11.4 (Board Polls)  | This clarifies what many co-ops do. There has not been a change in the law that affects board polls. The co-op’s current by-laws do not have a procedure for board polls. |
| Section 12.1 (Resignation of a Director)  | This states a procedure to protect the co-op if resignation would leave the co-op without a quorum.  |
| Section 17.5 (On-call)  | This limits payment to a director for on-call. If the amount payable to anyone or a relative is more than $100, that person cannot be a director. The Model Occupancy By-law has bigger limits for members, but people should not be on the board if they get a lot of money from the co-op. Service Managers are active in this area and they may have a different limit.  |
| Section 17.7 (Management or Service Company Employee)  | Some people who work for management companies live in co-ops. This section states rules for ensuring that there is no conflict of interest.  |
| Article 18 (Conflict of Interest)  | This Article deals with conflicts in a way that is appropriate for co-ops. Co-ops have special requirements because the members are involved in decisions that affect them and their relatives and friends. This Article deals with people’s duty to the co-op and the public interest. The procedures state how to deal with the ordinary manageable situations that come up in a co-op as well as things that have to be prevented or avoided. Parts of the Article are new, but the basic procedure has not changed. Conflicts or possible conflicts still have to be declared and people with conflicts cannot participate in the decision. This section meets current requirements of the co-op’s Auditor. |
| Section 18.5(d) (If there is a manageable situation)  | This clarifies that seeing minutes and documents related to an item would be a conflict of interest – either before or after the decision is made. This has been a problem in some co-ops.  |
| Section 18.10 (Proof)  | The board may have to investigate situations where there could be a conflict. People have to provide any information requested.  |
| Articles 19 to 22 (Confidential Information, Confidentiality Situations, Ensuring Privacy and Confidential Information Complaints)  | The law has totally changed since the last Model Organizational By-law. These Articles set up a system to comply with the legal requirements.  |
| Article 19 (Confidential Information)  | This states the basic principles and limits. Probably most co-ops have always accepted these.  |
| Article 20 (Confidentiality Situations)  | This Article deals with specific situations that come up at co-ops.  |
| Section 20.1 (Confidentiality of Minutes)  | This deals with confidentiality aspects of members’ and board meetings as well as confidential minutes of board meetings. It permits changes in minute-taking procedures from what many co-ops have done in the past. Only the actual motions passed or rejected are required for minutes. The mover and seconder and a summary of the discussion can be included, but it is not necessary.  |
| Section 20.2 (No Taping of Meetings)  | Today’s technology makes it very easy to record meetings. This means that things people say can be repeated or used in a way they didn’t want. It can create legal problems. It is not allowed without board authorization.  |
| Section 20.3 (Electronic Entry and Security Systems)  | Computers record the use of entry fobs or cards by members and others. Cameras record actions. These can be useful to protect members but they can be misused. This section creates rules to limit the number of people with access to electronic records and to make sure they are used only for proper purposes.  |
| Section 20.4 (Incidents)  | This states rules about when electronic and other information about an incident or complaint is made available to the board, the members involved and others.  |
| Article 21 (Ensuring Privacy)  | This is to meet the co-op’s legal obligations to have one officer as the focus for privacy issues.  |
| Article 22 (Confidential Information Complaints)  | This sets up a system for dealing with complaints about breach of privacy.  |
| Section 23.1 (Major Commitments)  | This section clarifies a number of grey areas. It is more specific on when the board must get member approval and when the board can act without consulting the members.  |
| Section 23.1(c) (Optional member approval)  | Sometimes boards ask for member approval when it is not necessary under the by-laws. If so, the board must act in accordance with the members’ decision.  |
| Section 23.2 (Approval Process)  | Sometimes co-ops deal with things that are not normal day-to-day decisions. The board, the members and the staff may not have much experience or expertise in the area. This section states requirements for the type of information or advice the board or members must have when making this kind of decision.  |
| Section 23.3(e) (Alternatives)  | Alternative investments are Major Commitments that require backup and member approval.  |
| Section 23.6 (Indemnification)  | The Co-operative Corporations Act has changed and now covers things that used to be in the by-law.  |
| Section 25.2(d) (Electronic mail)  | The co-op can give e-mail notices to members if they consent. This reflects changes in the Co-operative Corporations Act. This includes material that goes with a notice, such as an agenda of a members’ meeting or a draft by-law or budget. This does not include notices relating to evictions. That is covered in the Model Occupancy By-law and e-mail notices are not permitted.  |
| Section 25.3(c) (Electronic mail)  | Members can also give e-mail notices to the co-op.  |