

Article 2: Purposes of the Group

Original version:

- a) To provide a means by which the residents of the community can participate in a partnership with the City of Ottawa, **Department of Community Services**, to develop policies with respect to the programming and operation of the Glebe Community Centre.

Article 2: Purposes of the Group

Revised version:

- a) To provide a means by which the residents of the community can participate in a partnership with the City of Ottawa to develop policies with respect to the programming and operation of the Glebe Community Centre.

Article 4 – out dated and irrelevant: Delete!

Article 4: Activity Groups

An Activity Group organized to meet social or recreational need in the community shall be recognized and supported by the Group if it:

- a) has an objective which is consistent with the purposes of the Group;
- b) agrees to participate in the Standing Committees in order to coordinate its plans and programs with those of other Activity Groups;
- c) accept all residents of the community into its programs except for the need to limit total registration;
- d) accepts non-residents into its programs when space is available.

Article 6: The Executive

Original version:

- a) The affairs of the Group shall be administered by an Executive consisting of a Chairperson, a Vice-Chairperson, a Secretary, a Treasurer, **and seven voting Members, including a Representative from the Glebe Community Association and a person to be designated by the City of Ottawa, Department**

of Community Services. The Executive shall be representative of the Community.

- b) Members of the Executive may not hold the same office for more than three years or serve on the Executive more than five consecutive years, unless specifically moved and supported by the Membership at the Annual General Meeting.
- c) Regular Executive Meetings shall be held at least once a month, and shall be open to all who wish to attend. A quorum at an Executive Meeting will consist of six elected members, in person or by proxy.

Article 6: The Executive

Revised version:

- a) The affairs of the Group shall be administered by an Executive consisting of a Chairperson, a Vice-Chairperson, a Secretary, a Treasurer, and a minimum of five, and up to a maximum of nine additional voting members.
- b) The Executive shall be representative of the community. The Executive will also include two non-voting members who are: GNAG's Executive Director and a person to be designated by the City of Ottawa, department of Parks and Recreation.
- c) Members of the Executive may not hold the same office for more than four years or serve on the Executive more than six consecutive years, unless specifically moved and supported by the Membership at the Annual General Meeting.
- d) Regular Executive Meetings shall be held at least once a month, and shall be open to all who wish to attend. A quorum at an Executive Meeting will consist of fifty percent plus 1 (50% + 1) elected members, in person or by proxy.

Article 7: Elections

Original version:

- a) The outgoing Executive shall appoint a nominating committee at least one month before the Annual General Meeting consisting of at least one member of the Executive and at least two Group members who are not on the Executive. The Committee shall present a slate of candidates for all the Executive positions to the

Annual Meeting. All persons nominated must have indicated a willingness to serve on the Executive.

Article 7: Elections

Revised version:

- a) The outgoing Executive shall appoint a nominating committee at least one month before the Annual General Meeting consisting of at least one member of the Executive and at least **one** Group member who are not on the Executive. The Committee shall present a slate of candidates for all the Executive positions at the Annual Meeting. All persons nominated must have indicated a willingness to serve on the Executive.

Article 9: Financial Procedures

Original version:

- a) All Group funds will be kept on deposit with a Canadian chartered bank or trust Company.
- b) All payments on the Group's behalf will be made by cheque to be signed by two Members of the Executive authorized to exercise this responsibility.
- c) Signing authority will be vested in the Treasurer, the Chairperson, the Executive Director, the Vice-Chairperson, and the Secretary.
- d) **The Treasurer will maintain a record of all receipts and payments.**
- e) **Unless otherwise ordered by the Executive, the fiscal year of the Group shall be from July 1st to the following June 30th. The Treasurer will prepare a summary statement of the financial position of the Group for the year ending for distribution to the Subsequent Annual General Meeting.**
- f) **The financial statement to be submitted to the Group at the Annual Meeting will be subjected to an audit by a member of the Group who is not on the Executive on the adequacy and accuracy for the financial records.**
- g) Items of a financial nature of **\$300.00** must be submitted in writing to the chairperson one week prior to the monthly GNAG meeting and added to the agenda

- h) Voting on financial matters shall not take place unless the Treasurer or his/her designate is present.

Article 9: Financial Procedures

Revised Version:

- a) All Group funds will be kept on deposit with a Canadian chartered bank or trust Company.
- b) All payments on the Group's behalf will be made by cheque to be signed by two Members of the Executive authorized to exercise this responsibility.
- c) Signing authority will be vested in the Treasurer, the Chairperson, the Executive Director, the Vice-Chairperson, and the Secretary.
- d) A record of all receipts and payments will be reconciled and then filed by the Financial Manager. The Treasurer will review all statements on a monthly basis.
- e) Unless otherwise ordered by the Executive, the fiscal year of the Group shall be from July 1st to the following June 30th. The Financial Manager will prepare an annual summary for the Treasurer for his/her approval. He / She will then submit the year-end report for distribution at the Annual General Meeting.
- f) The financial statement to be submitted to the Group at the Annual Meeting will be subject to a Review And Engagement by a member of the Group who is not on the Executive of the Group. Every six years, there will be an Independent Audit for the purpose of ensuring financial procedures and controls are in place.
- g) Items of a financial nature of \$10,000.00 or more must be submitted in writing to the chairperson one week prior to the monthly GNAG meeting and added to the agenda
- h) Voting on financial matters shall not take place unless the Treasurer or his/her designate is present.