



FORT SASKATCHEWAN RINGETTE ASSOCIATION

TITLE: ANNUAL GENERAL MEETING

POLICY #: 1401

Created: May 21, 2018	Last updated: March 4, 2020	Approved: December 18, 2018
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Ver no.	Effective Date	Significant Changes
Version #2	April 11 th 2021	Small changes in wording to 4.2 and 4.5

1.0 Purpose

To outline the requirements that the Fort Saskatchewan Ringette Association (FSRA) must uphold when holding an Annual General Meeting (AGM).

2.0 Scope

This policy applies to the general membership of the FSRA and its yearly AGM, not the AGM of any larger organization that the FSRA belongs to.

3.0 Terms

Annual General Meeting (AGM) – A meeting held once a year by the current FSRA Executive Board. Any member in good standing is welcome to attend and vote on any motion being presented at the meeting.

4.0 Policy

- 4.1 The Executive Board of the FSRA shall call at least one AGM per season to be held on or before April 30 each year.
- 4.2 Items on the docket for voting will include the nomination and subsequent election of officers and major revisions or changes to Policies and Procedures. Each member in attendance shall receive one vote, with the President or acting President being able to cast a tie-breaking vote.
- 4.3 There will be time set aside in each AGM for the assembled members to have an open discussion period.
- 4.4 Notice of the AGM must be published on social media at least two weeks in advance. The published advertisement must include the time, date, location, and any invitation to members or would-be members.
- 4.5 The AGM will be chaired by the president and will start no later than 7:00 PM.



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- 4.6 Normal business is not to be conducted at the AGM.
- 4.7 FSRA Members may petition with a written request for any topic they wish to add to the agenda at least fourteen days in advance.
- 4.8 The agenda for the AGM must be finalized at least seven days in advance of the AGM. FSRA members shall receive the agenda with copies posted and available at the FSMSA office for the general public.
- 4.9 All meetings shall have minutes taken and published. The minutes shall show all pertinent business transacted during the meeting.