



2020 Annual General Meeting Q & A's Voting and Election Process

Who can attend the AGM?

Member delegates, proxy holders, BC Sailing Board of Directors/Committee members/Staff, and guests. Any individual in “good standing” of a Member Club, School or Association may attend and observe. However, only confirmed “member delegates” are permitted to vote. “Non-member delegates” (BL2.6(b)) may attend and speak to an agenda item, but are not permitted to vote.

How does one become the Member Delegate?

A Member Yacht Club, Sailing School or Sailing Association who is in good standing with BC Sailing will appoint an individual member who is in good standing with the respective Member Yacht Club, Sailing School or Sailing Association (BL2.2(a)) to vote at the BC Sailing General Meetings.

What is the process of appointing a member delegate to attend the AGM?

Each Member (Club, School or Association) must appoint a person (volunteer or staff member) to represent it and shall give prompt notice of such appointment in writing to the Association not less than three days before the meeting of the Association at which they intend to vote, and may from time to time remove any such representatives and may appoint another representative, in writing to the Association and not less than three days before any meeting of the Association at which it intends to vote. (BL2.2 (a)).

Each Member (Club, School or Association) must complete the Member Delegate form.

VOTING

Can we still vote if we are unable to attend the AGM?

Your right to vote on the election of directors and on all matters on the agenda at all general meetings of the Association can be done via a proxy and recognized through the appointment of a proxyholder. (BL4.1)

How does a Proxy work?

Each Member (Club, School or Association) who is unable to attend the AGM must complete the Proxy form, including signatures, and submit to BC Sailing. Proxies allow you to delegate your voting privileges to another Member (Club, School or Association) delegate or the BC Sailing Association President or officer (BL4.1).

While proxies will be accepted up to seven days prior to the AGM (BL4.3), we encourage you to forward the proxy form (in PDF form) to the Provincial office by **May 15, 2020**.

Please note: one member shall not hold or exercise the proxies of more than five Members).

Voting at the AGM

Voting will normally be done by a show of hands (BL3.12). Elections will be done by secret ballot (BL6.1).

For the 2020 virtual AGM, BC Sailing will be using the Simply Voting platform which will be hosted by the Sport Law and Strategy Group and managed by Jason Robinson, who is acting as our third-party scrutineer.

When there is a vote required, registered member delegates and proxy holders will receive an email each time we launch a motion or election (or voting event). The emails will be sent to the individual who was appointed member delegate or proxy holder as identified by their member club or school. The email will include an elector ID and a *unique password for each voting event*. Voting delegates must be prepared to enter the ID and unique password on the following website to register for each vote:

smsg.simplyvoting.com

If you do not initially receive an email when we are voting, please be sure to refresh your inbox and check your Spam/Junk folders if an email is not received within the first 20 - 30 seconds of the voting event being launched. If you still do not receive it, please message Jason via the CHAT function in ZOOM; he will verify your email and provide further direction if required.

Questions arising at any meeting of the Directors will be decided by a majority of votes (BL7.15). The presiding officer (Chair) may not vote on any motion or resolution except in the case of an equality of votes at any general meeting, when the Chair is entitled to a deciding vote.

The only exception is when there is a vote required on a “special resolution” (i.e. change of bylaws), which requires two thirds of the votes cast to support the resolution (BL1.1(m)).

How many votes will we get?

This depends on the number of “registered members” your club. Generally, each Member has one vote on each resolution put to a vote. Yacht Clubs (or Sailing Schools*) with over 100 registered members receive one vote per each 100 registered members to a maximum of 10 votes, based on the registered membership in the Member’s previous year (2018) (BL3.9). See chart below for examples.

Club, School, Association	Registered Members	Votes
Club A	99	1
Club B	231	3
Club C	1500	10
Club D	2700	10
School A*	0	1
School B#	166	2
Association A	1	1
*No corporate membership structure/Flat fee payment		
# Corporate membership structure/Flat fee + member payment		

In accordance with bylaw 2.10 (a) BC Sailing has a differentiated membership fee rate for each category of Members. Associations and Sailing Schools that have “participants”, pay a flat Member fee and receive 1 vote. Sailing Schools and Yacht Clubs with a “registered member” structure, pay a per member fee to BC Sailing and receive votes as per the table above.

All Members must complete and submit a Member Declaration Form

*In order for Member Schools to receive more than 1 vote, the School must present: proof of corporate structure that includes reference to “members” and evidence of paying member fees.

ELECTION OF DIRECTORS

A call for nominations has been circulated to Member (Clubs, Schools and Associations). The Nomination Committee will also approach and encourage individuals to stand for election. All Director candidates must be members in good standing and endorsed by their respective Member Club, School

or Association). Details of the Nomination process and why you may consider volunteering for a BC Sailing Board (or Committee) position was pre-circulated and posted on the [BC Sailing Website](#).

Quorum

A quorum at all general meetings is the number of Members holding not less than ten of the total votes representing three Members entitled to attend and vote at the meeting. (BL3.18)

The directors, officers and solicitor of the Association shall be entitled to attend at any general meeting but no such person shall be counted in the quorum or be entitled to vote at any general meeting unless he shall be a member entitled to vote (Member delegate or proxyholder).

Meeting Rules of Order

Roberts Rules of Order will be observed.

Special Attention

In order to be officially registered to vote at the Annual General Meeting, all forms must be submitted to BC Sailing as per the [Notice of Annual General Meeting](#).

Further Questions or clarifications required?

Please direct to Rick Nickelchok, Executive Director rick@bcsailing.bc.ca