

**Summary of Revisions to HCA Constitution and By-Laws
May 4, 2021**

The Huntley Community Association’s Board of Directors approved a revision to our Constitution and By-Laws on April 8th, 2021 after several months of Board meetings and discussions and many hours of committee work.

A sub-committee was stood up and examined the previous version for areas needing editing and revision. The committee compared the HCA document with constitutions from six other rural Community Associations and borrowed the best of their ideas. Changes were made to the document to better reflect how our board has functioned in recent years and to provide for future work the board will pursue. This version was also circulated to our councillor, Eli El Chantiry, and our City liaison, Brenda Denault, and their comments have been considered and included.

Dozens of minor wording/clarification and reformatting changes were made and various spelling and numbering errors were corrected. The articles were also re-ordered to improve the flow. A comparison with the original and final versions shows the following as the most significant changes:

Revised Article #	Previous Article #	Change – Revisions and NEW Articles
2	2	Objectives expanded to include promoting sports, recreation, and social events and activities; updating and maintenance of facilities; providing forums for sharing information, facilitating discussion and gathering feedback from the community.
4.4		NEW - Members will express an interest in filling a vacant Director position to the Board before the AGM.
5.1	6.1	Maximum number of Directors = 20.
5.3b		NEW – Grandfather clause – Current Directors who no longer live within the catchment area can be re-elected.
5.5	6.5	Process for removing a Director from office expanded to include missing 3 consecutive meetings, or via a special meeting of the Board.
5.8		NEW – Committees can work on Board business; can include community members.
5.9		NEW – Director responsibilities will be determined at first Board meeting after AGM.
6.5	10.5	Officers’ terms to be 2 years.
6.8		NEW – Confirmation of past practice – Officer vacancies can be filled via Board resolution.
6.9		NEW – Current practice confirmed - Smart Serve qualification required for certain positions.

10.1		NEW – Current practice confirmed - Directors may spend up to \$500 for minor purchases without Board approval.
10.3		NEW – Allows for the creation of a reserve fund for a specific purpose.
11	12	NEW – More detail in requirements for signatures on documents, contracts, banking transactions.
12	4	Fees – Specific rate removed; rates for participation fees and rental charges for facilities will be established as a policy by board resolution, as needed.
13		NEW – Policies can be developed as needed to facilitate the day-to-day work of the organization.
14	13.1	Amendments to Constitution to be approved by Board, then ratified at an AGM.
App A	App A	NEW – Map of catchment area revised to reflect functional and historic boundaries with Corkery and March Rural CA's.