

# NOTICE OF SPECIAL GENERAL MEETING

**NOTE:** This document contains important information. Please have it translated if you do not read or understand English.

**请注意:** 本文件包含重要信息。如不懂英文, 请阅读翻译版本。

**請注意:** 本文件包含重要資訊。假如您無法閱讀或理解英文, 請閱讀翻譯版本。

**메모:** 이 문서에는 중요한 내용이 들어 있습니다. 영어를 잘 모르시면 영어를 아는 분에게 번역을 부탁드립니다.

**تذکر:** این سند حاوی اطلاعات مهمی است. اگر زبان انگلیسی نمی‌دانید و متوجه نمی‌شوید, خواهشمند است بخواهید آن را برای‌تان ترجمه کنند.

Please be advised that on **September 30, 2020 from 7 to 9 p.m.**, the University Neighbourhoods Association (“Association”) will convene a Special General Meeting (“SGM”) of its members for the purposes of considering two special resolutions proposing that the current UNA Bylaws and UNA Constitution be replaced with a new set of Bylaws and Constitution, digital copies of which can be found at [myuna.ca/sgm](http://myuna.ca/sgm).

Due to restrictions on community gatherings and to support physical distancing during the COVID-19 pandemic, the Minister of Public Safety and Solicitor General for the Province of British Columbia has issued Order No. 116, Electronic Attendance at Corporate Meetings, permitting individuals to attend corporate meetings by telephone or other communications medium.

The Board of Directors of the Association has determined that the SGM will be convened through video conference (Zoom), and members may vote on the special resolutions either **online** or **by proxy** (appointed proxy holders will vote by paper ballot at the SGM).

## AGENDA

Richard Watson, Chair

The following business will be conducted at the Special General Meeting:

1. Introduction to the Special General Meeting
  - a. Purpose of the meeting
  - b. Review of the meeting procedures
  - c. Motion to adopt the agenda
2. Discussion and Question and Answer Period
3. Online Voting Starts at 7:30 p.m.
4. Online Voting Ends at 9 p.m.
5. Voting Results (if available)
6. Motion to Adjourn

## HOW TO JOIN THE MEETING

UNA Members will receive a link to join the virtual SGM through their email addresses on file with the UNA. We encourage members to sign in to their UNA Accounts to ensure that their email addresses are correct.

- To manage your UNA Membership, log in to your UNA Account at [myuna.ca/login](http://myuna.ca/login).
- Your UNA Account login information was sent to you on June 1, 2020 in an email from the address: [communication@perfectmind.com](mailto:communication@perfectmind.com).
- If you did not receive your login information, please check your spam folder or email [support@myuna.ca](mailto:support@myuna.ca).

## HOW TO VOTE

Voting on the special resolutions will take place both online and by proxy (appointed proxy holders will vote by paper ballot at the SGM). Voting procedures with translations can be found on pages 2-11 of this document. Please read and follow them carefully.

## VIRTUAL TOWN HALL

A virtual town hall will take place on September 23, 2020 from 7 to 8 p.m. by video conference (Zoom). The UNA Board of Directors will be available to answer questions. Visit [myuna.ca/sgm](http://myuna.ca/sgm) for details on how to join. You are invited to submit questions in advance by emailing [sgm2020@myuna.ca](mailto:sgm2020@myuna.ca).

## TABLE OF CONTENTS

Notice of Special General Meeting.....	1
How to Vote - English.....	2
How to Vote - Chinese (Simplified).....	4
How to Vote - Chinese (Traditional).....	6
How to Vote - Korean.....	8
How to Vote - Farsi .....	11
A Guide to the Proposed UNA Bylaws and Constitution (For translations, visit <a href="http://myuna.ca/sgm">myuna.ca/sgm</a> ) .....	12

# HOW TO VOTE

## BACKGROUND

- The UNA Board is proposing that the current UNA Bylaws and UNA Constitution be replaced with a new set of Bylaws and Constitution.
- The Bylaws contain detailed rules for the internal functioning of the UNA.
- The Constitution sets out in general terms the UNA's purposes as a society.
- There will be two special resolutions to vote on:
  1. **BYLAWS:** The first vote is to approve the replacement of the current Bylaws with the proposed Bylaws. Copies of the current Bylaws and the proposed Bylaws are available online at [myuna.ca/sgm](https://myuna.ca/sgm). A guide that outlines the changes can be found on page 12. Approval of the proposed Bylaws requires that at least two thirds of UNA members who vote, vote in favour of the proposed Bylaws.
  2. **CONSTITUTION:** The second vote is to approve the replacement of the current Constitution with the proposed Constitution. Copies of the current Constitution and the proposed Constitution are available online at [myuna.ca/sgm](https://myuna.ca/sgm). A guide that outlines the changes can be found on page 12. Approval of the proposed Constitution requires that at least two thirds of UNA members who vote, vote in favour of the proposed Constitution.
- Due to restrictions on community gatherings and to support physical distancing during the COVID-19 pandemic, the Minister of Public Safety and Solicitor General for the Province of British Columbia has issued Order No. 116, Electronic Attendance at Corporate Meetings, permitting individuals to attend corporate meetings by telephone or other communications medium.
- The Board of Directors of the UNA has determined that the Special General Meeting (SGM) will be convened through video conference (Zoom), and members may vote on the special resolutions either online or by proxy (appointed proxy holders will vote by paper ballot at the SGM).

## WAYS TO VOTE

UNA Members may choose to vote on the special resolutions **ONLINE** or **BY PROXY**. Appointed proxy holders will vote by paper ballot at the SGM.

### ONLINE

#### Preparing to Vote

UNA Members will receive an email containing a voting link and secure authentication credentials through their valid email addresses on file with the UNA. We encourage members to sign in to their UNA Accounts at [myuna.ca/login](https://myuna.ca/login) to ensure that their email addresses are correct ahead of voting day.

Voting details will be emailed on Sunday, September 27. If you do not receive an email by Monday, September 28, please check your spam folder or contact the UNA by:

- Email: **[sgm2020@myuna.ca](mailto:sgm2020@myuna.ca)**
- Live Chat: **[myuna.ca/sgm](https://myuna.ca/sgm)**  
(Check [myuna.ca](https://myuna.ca) for hours of operation.)
- Phone: **604-822-4227**  
(Check [myuna.ca](https://myuna.ca) for hours of operation.)

Note that the email containing voting details will come as a separate email from the one containing the SGM virtual meeting invitation.

#### During the Virtual SGM

1. During the virtual SGM, the Chair will announce the start of online voting. It is scheduled to begin at 7:30 p.m. and end at 9 p.m. on Sept. 30, 2020.
2. Once online voting starts, the voting link you received in your email will become active.
3. Click on the link and enter your credentials.
4. Once authenticated, a tamper-proof electronic ballot will appear.
5. Fill out the ballot.
6. A confirmation form will be displayed for review prior to final submission.
7. Once you finish reviewing, submit your ballot.
8. The results will be encrypted and kept anonymous.
9. You will receive a receipt and will be blocked from voting again.
10. Voting will end at 9 p.m. You will not be able to cast a vote past the deadline.

## BY PROXY

### Completing Your Proxy Form

In order to cast your proxy vote at the SGM, please complete and sign the proxy form on page 15 of the SGM package you'll receive in the mail prior to the SGM. The proxy form entitles the nominated proxy holder to cast your vote on the special resolutions as you have indicated.

To help facilitate the voting process safely during the COVID-19 pandemic and to reduce points of contact, we recommend that you name one of the following directors as your proxy holder and another as your alternate proxy holder:

PROXY HOLDER	EMAIL
<b>Zheng (Jane) Kang</b> <i>Elected Resident Director</i>	<a href="mailto:jane.kang@myuna.ca">jane.kang@myuna.ca</a>
<b>Bill Holmes</b> <i>Appointed Resident Director</i>	<a href="mailto:bill.holmes@myuna.ca">bill.holmes@myuna.ca</a>
<b>Murray McCutcheon</b> <i>Elected Resident Director</i>	<a href="mailto:murray.mccutcheon@myuna.ca">murray.mccutcheon@myuna.ca</a>
<b>Terry Mullen</b> <i>Elected Resident Director</i>	<a href="mailto:terry.mullen@myuna.ca">terry.mullen@myuna.ca</a>
<b>Kalith Nanayakkara</b> <i>AMS Appointed Director</i>	<a href="mailto:kalith.nanayakkara@myuna.ca">kalith.nanayakkara@myuna.ca</a>
<b>Richard Watson</b> <i>Elected Resident Director</i>	<a href="mailto:richard.watson@myuna.ca">richard.watson@myuna.ca</a>

### Submitting Your Proxy Form to a UNA Director Listed Above

Complete and detach your proxy form. It must be deposited with the UNA prior to the meeting by the following methods:

#### *In Person*

1. You may choose a proxy holder to bring your proxy form to the SGM. To help facilitate the voting process safely during the COVID-19 pandemic, we recommend that you name one of the directors listed above.
2. Please coordinate with your chosen proxy holder to arrange a safe way to facilitate pick-up or drop off.

#### *By Drop Box*

1. Deposit your completed proxy form in a drop box at the Wesbrook Community Centre at 3335 Webber Lane.
2. Please check our website at [myuna.ca/sgm](http://myuna.ca/sgm) for the most up-to-date hours of operation and location of the drop box. Drop box details will also be posted at the entrance of the community centre.
3. Deadline for drop box submission is Sept. 30 at 4:30 p.m.

#### *By Email*

1. Scan your completed proxy form and email it to your preferred proxy holder.
2. Your proxy holder will bring your proxy form to the SGM.
3. Deadline for email submission is Sept. 30 at 4:30 p.m.

#### *By Fax*

1. Fax your completed proxy form to:  
 Fax Number: **604-827-5375**  
 Attention: **Sundance Topham, CAO**
2. Deadline for fax submission is Sept. 30 at 4:30 p.m.

#### *By Mail*

1. Enclose your completed proxy form in the postage-paid, pre-addressed envelope included in this package and mail.
2. Please allow time for mailing. The mailed-in proxy form must be received by the UNA before 4:30 p.m. on Sept. 30.

### Submitting Your Proxy Form to a Non-UNA Director

Please coordinate with your chosen proxy holder to arrange for a way to email, fax, mail or safely pick-up or drop off your completed proxy form. Your chosen proxy holder must be a UNA Member.

## FAQs

#### **Can I attend the SGM in person?**

*No, you may not. For your safety during the COVID-19 pandemic, we ask that you please attend the meeting online. Members are asked to vote online or by proxy.*

#### **I have been appointed as a proxy holder. How can I cast my votes and the votes on behalf of the persons who have appointed me their proxy?**

*Please coordinate with UNA staff by emailing [sgm2020@myuna.ca](mailto:sgm2020@myuna.ca) or by visiting [myuna.ca/sgm](http://myuna.ca/sgm) for more information.*

#### **Where can I ask questions about the proposed Bylaws and Constitution?**

*A virtual town hall with the UNA Board of Directors is scheduled for September 23, 2020. Please visit [myuna.ca/sgm](http://myuna.ca/sgm) for details on how to join.*

# 投票方法 - CHINESE (SIMPLIFIED)

## 背景

- UNA 董事会建议用新规章和章程取代目前的 UNA 规章和 UNA 章程。
- 规章包含 UNA 内部运作的详尽规定。
- 章程明确 UNA 作为组织的一般条款。
- 会员将就两项特别动议投票。
  - 规章:** 首先投票核准以建议的规章取代现有规章。可在 [myuna.ca/sgm](http://myuna.ca/sgm) 查看现有规章及建议规章。第 12 页有介绍变更的指引。建议规章需获得至少三分之二 UNA 投票会员的支持,方可获通过。
  - 章程:** 其次投票核准以建议的章程取代现有章程。可在 [myuna.ca/sgm](http://myuna.ca/sgm) 查看现有章程及建议章程。第 12 页有介绍变更的指引。建议章程需获得至少三分之二 UNA 投票会员的支持,方可获通过。
- 由于新冠疫情期间对人群聚集有限制,同时为保持身体距离,卑斯省公共安全及法务厅长签发了第 116 号法令《以电子方式出席企业会议》(Electronic Attendance at Corporate Meetings),允许个人通过电话或其他通信方式出席企业会议。
- UNA 董事会决定通过视频会议 (Zoom) 举行特别全体大会 (SGM),会员将可通过网络或代表(获委任代表将在 SGM 以纸质选票投票)就特别动议投票。

## 投票方法

UNA 会员可选择通过网络或代表就特别动议投票。获委任的授权代表将在 SGM 以纸质选票投票。

### 网络

#### 准备投票

UNA 会员将通过 UNA 记录的有效电子邮件地址收到包含投票链接及安全验证凭证的电子邮件。我们建议会员在投票日前通过 [myuna.ca/login](http://myuna.ca/login) 登录 UNA 帐户,确保电子邮件地址正确。

投票详情将于 9 月 27 日星期日通过电子邮件发出。如您在 9 月 28 日星期一仍未收到电子邮件,请检查垃圾邮件收件箱或联络 UNA,联络方法为:

- 电子邮件: [sgm2020@myuna.ca](mailto:sgm2020@myuna.ca)
- 在线聊天: [myuna.ca/sgm](http://myuna.ca/sgm)  
(请在 [myuna.ca](http://myuna.ca) 查看服务时间。)
- 电话: **604-822-4227**  
(请在 [myuna.ca](http://myuna.ca) 查看服务时间。)

请注意,包含投票详情的电子邮件与包含 SGM 虚拟会议邀请的电子邮件将会分别发出。

#### 在虚拟 SGM 期间

- 在虚拟 SGM 期间,主席宣布开始网上投票。预计投票将在 2020 年 9 月 30 日晚上 7:30 开始,晚上 9:00 结束。
- 网上投票开始后,您在电子邮件内收到的投票链接便会生效。
- 点击链接并输入您的凭证。
- 完成验证后,会出现防篡改电子选票。
- 填写选票。
- 在最终提交前会显示确认表格,让您检查内容。
- 检查完毕后,提交选票。
- 结果将会加密并保持匿名。
- 您将收到确认信,同时会被阻止重复投票。
- 投票将在晚上 9:00 结束。在截止时间后,您将无法投票。

## 由代表投票

### 完成授权表格

如要在 SGM 期间由代表投票,请在 SGM 前填写及签署第 15 页的授权表格。授权表格授权指定代表按照您的意愿就特别动议代表您投票。

为确保在新冠疫情期间安全顺利地投票,同时减少接触,我们建议您指定以下其中一位董事为您的代表,而另一位为您的备选代表:

授权代表	电子邮件
<b>Zheng (Jane) Kang</b> 获选住户董事	<a href="mailto:jane.kang@myuna.ca">jane.kang@myuna.ca</a>
<b>Bill Holmes</b> 委任住户董事	<a href="mailto:bill.holmes@myuna.ca">bill.holmes@myuna.ca</a>
<b>Murray McCutcheon</b> 获选住户董事	<a href="mailto:murray.mccutcheon@myuna.ca">murray.mccutcheon@myuna.ca</a>
<b>Terry Mullen</b> 获选住户董事	<a href="mailto:terry.mullen@myuna.ca">terry.mullen@myuna.ca</a>
<b>Kalith Nanayakkara</b> AMS 委任董事	<a href="mailto:kalith.nanayakkara@myuna.ca">kalith.nanayakkara@myuna.ca</a>
<b>Richard Watson</b> 获选住户董事	<a href="mailto:richard.watson@myuna.ca">richard.watson@myuna.ca</a>

### 向上述 UNA 董事提交授权表格

填写并撕下授权表格。您必须通过以下方法,在大会举行前把表格交回至 UNA:

#### 亲身交回

1. 您可选择由授权代表把您的授权表格带到 SGM。为确保在新冠疫情期间安全顺利地投票,我们建议您指定上述其中一位董事为您的代表。
2. 请与所选的授权代表协商安全交收授权表格的方法。

#### 通过收集箱

1. 把填写好的授权表格交回至收集箱 (Wesbrook Community Centre, 3335 Webber Lane)
2. 请在我们的网站 [myuna.ca/sgm](http://myuna.ca/sgm) 上查看最新的开放时间,以及收集箱的位置。社区中心入口也会张贴收集箱的详情。
3. 收集箱提交截止时间为 9 月 30 日下午 4:30。

#### 通过电子邮件

1. 扫描已填写好的授权表格,通过电子邮件发送给您所选的授权代表。
2. 授权代表将把您的授权表格带到 SGM。
3. 电子邮件提交截止时间为 9 月 30 日下午 4:30。

#### 通过传真

1. 把已填写好的授权表格传真至:  
传真号码: **604-827-5375**  
收件人: **Sundance Topham, CAO**
2. 传真提交截止时间为 9 月 30 日下午 4:30。

#### 通过邮寄

1. 利用预付邮资及预填地址的信封(本文件随附)把已填写好的授权表格寄出。
2. 请预留邮寄时间。UNA 必须在 9 月 30 日下午 4:30 前收到邮寄授权表格。

### 向非 UNA 董事提交授权表格

请与您所选的授权代表协调通过电子邮件、传真、邮寄发送或安全交收已填写好的授权表格。您所选的授权代表必须为 UNA 会员。

## 常见问题

#### 我可以亲身出席 SGM 吗?

不可以。为了在新冠疫情期间确保您的安全,我们请您在网上出席会议。会员将需通过网络或代表投票。

#### 他人委任我为代表。我该如何为自己和授权者投票?

请电子邮件至 [sgm2020@myuna.ca](mailto:sgm2020@myuna.ca) 与 UNA 职员安排,或访问 [myuna.ca/sgm](http://myuna.ca/sgm) 查询详情。

#### 怎样提出有关建议规章和章程的问题?

我们将安排在 2020 年 9 月 23 日与 UNA 董事会举行虚拟咨询。有关详情,请访问 [myuna.ca/sgm](http://myuna.ca/sgm)。

# 投票方法 - CHINESE (TRADITIONAL)

## 背景

- UNA 董事會建議應以新的法規和章程取代目前的 UNA 法規和 UNA 章程。
- 法規包含 UNA 內部運作的詳盡規定。
- 章程訂明 UNA 作為組織的一般條款。
- 會員將需就兩項特別動議進行投票。
  - 法規:** 首項投票是通過以建議的法規取代現有的法規。您可在網上查看現有法規及建議法規的副本：[myuna.ca/sgm](http://myuna.ca/sgm)。在第 12 頁可找到說明變更的指引。在投票的 UNA 會員中，需要有最少三分之二支持建議法規，建議法規方會獲通過。
  - 章程:** 第二項投票是通過以建議的章程取代現有的章程。您可在網上查看現有章程及建議章程的副本：[myuna.ca/sgm](http://myuna.ca/sgm)。在第 12 頁可找到說明變更的指引。在投票的 UNA 會員中，需要有最少三分之二支持建議章程，建議章程方會獲通過。
- 由於在 COVID-19 疫情期間對社區聚集設有限制，同時為了支持保持身體距離，卑斯省公共安全及法務廳長特別頒佈了第 116 號法令《以電子方式出席企業會議》(Electronic Attendance at Corporate Meetings)，允許個人透過電話或其他通訊渠道出席企業會議。
- UNA 董事會決定將透過視像會議 (Zoom) 舉行特別全體大會 (SGM)，會員將可透過網上方式或經由代表 (獲委任代表將在 SGM 以實質選票投票) 就特別動議進行投票。

## 投票方法

UNA 會員可選擇在網上或經由代表就特別動議投票。獲委任的授權代表將在 SGM 以實質選票投票。

### 網上

#### 準備投票

UNA 會員將透過 UNA 記錄的有效電郵地址收到投票電郵，當中會包含投票連結及安全驗證憑證。我們建議會員在投票日前透過 [myuna.ca/login](http://myuna.ca/login) 登入 UNA 帳戶，確保電郵地址正確。

投票詳情將於 9 月 27 日星期日透過電郵發出。假如您在 9 月 28 日星期一仍未收到電郵，請檢查垃圾郵件收件箱或聯絡 UNA，聯絡方法為：

- 電郵：[sgm2020@myuna.ca](mailto:sgm2020@myuna.ca)
- 即時聊天工具：[myuna.ca/sgm](http://myuna.ca/sgm)  
(請在 [myuna.ca](http://myuna.ca) 查看服務時間。)
- 電話：**604-822-4227**  
(請在 [myuna.ca](http://myuna.ca) 查看服務時間。)

請注意，包含投票詳情的電郵與包含 SGM 虛擬會議邀請的電郵將會分別發出。

#### 在虛擬 SGM 期間

- 在虛擬 SGM 期間，主席會宣佈開始網上投票。預計投票將在 2020 年 9 月 30 日晚上 7:30 開始，並於晚上 9:00 結束。
- 當網上投票開始後，您在電郵內收到的投票連結便會生效。
- 點按連結並輸入您的憑證。
- 在完成驗證後，便會出現防篡改電子選票。
- 填寫選票。
- 在最終提交前會顯示確認表格，讓您檢查內容。
- 在檢查完畢後，請提交選票。
- 結果將會加密並保持匿名。
- 您將收到確認，同時會被封鎖以免重複投票。
- 投票將在晚上 9:00 結束。在截止時間後，您將無法投票。

## 經由代表投票

### 完成授權表格

如要在 SGM 期間經由代表投票，請在 SGM 前填寫及簽署第 15 頁的授權表格。授權表格賦予指定代表按照您的意願就特別動議代表您投票。

為了確保在 COVID-19 疫情期間投票程序能安全地進行，同時減少接觸點，我們建議您指定以下其中一位董事為您的代表，而另一位為您的次選代表：

授權代表	電郵
<b>Zheng (Jane) Kang</b> 獲選住戶代表董事	jane.kang@myuna.ca
<b>Bill Holmes</b> 委任住戶代表董事	bill.holmes@myuna.ca
<b>Murray McCutcheon</b> 獲選住戶代表董事	murray.mccutcheon@myuna.ca
<b>Terry Mullen</b> 獲選住戶代表董事	terry.mullen@myuna.ca
<b>Kalith Nanayakkara</b> AMS 委任董事	kalith.nanayakkara@myuna.ca
<b>Richard Watson</b> 獲選住戶代表董事	richard.watson@myuna.ca

### 向上述 UNA 董事提交授權表格

填寫並撕下授權表格。您必須透過以下方法，在大會舉行前把表格交回至 UNA：

#### 親身交回

1. 您可選擇由授權代表把您的授權表格帶到 SGM。為了確保在 COVID-19 疫情期間投票程序能安全地進行，我們建議您指定上述其中一位董事為您的代表。
2. 請與所選的授權代表安排安全地交收授權表格的方法。

#### 透過收集箱

1. 把填寫好的授權表格交回至收集箱 (Wesbrook Community Centre, 3335 Webber Lane)
2. 請在我們的網站 [myuna.ca/sgm](http://myuna.ca/sgm) 上查看最新的開放時間，以及收集箱的位置。社區中心入口也會張貼收集箱的詳情。
3. 收集箱提交截止時間為 9 月 30 日下午 4:30。

#### 透過電郵

1. 掃描已填寫好的授權表格，並電郵至您所選的授權代表。
2. 授權代表將把您的授權表格帶到 SGM。
3. 電郵提交截止時間為 9 月 30 日下午 4:30。

#### 透過傳真

1. 把已填寫好的授權表格傳真至：  
傳真號碼： **604-827-5375**  
收件人： **Sundance Topham, CAO**
2. 傳真提交截止時間為 9 月 30 日下午 4:30。

#### 透過郵寄

1. 利用預付郵資及預填地址的信封 (本文件隨附) 把已填寫好的授權表格寄出。
2. 請預留郵寄時間。UNA 必須在 9 月 30 日下午 4:30 前收到郵寄授權表格。

### 向非 UNA 董事提交授權表格

請與您所選的授權代表安排電郵、傳真、郵寄或安全交收已填寫好的授權表格。您所選的授權代表必須為 UNA 會員。

## 常見問題

#### 我可以親身出席 SGM 嗎？

不可以。為了在 COVID-19 期間確保您的安全，我們請您在網上出席會議。會員將需透過網上方式或經由代表投票。

#### 我獲其他人委任為授權代表。我可以怎麼為自己和代表授權者投票？

請電郵至 [sgm2020@myuna.ca](mailto:sgm2020@myuna.ca) 與 UNA 職員安排，或瀏覽 [myuna.ca/sgm](http://myuna.ca/sgm) 查詢詳情。

#### 我可以怎樣查詢有關建議法規和章程的問題？

我們將安排在 2020 年 9 月 23 日與 UNA 董事會舉行虛擬諮詢。有關參與詳情，請瀏覽 [myuna.ca/sgm](http://myuna.ca/sgm)。

# 투표 방법 - KOREAN

## 배경

- 대학 구내 주민회(UNA) 이사회는 현행 UNA 세칙과 UNA 총칙을 하나의 정관인 새로운 세칙과 총칙으로 대체하는 의안을 발의했습니다.
- 세칙(Bylaws)은 UNA의 내부 기능에 대한 자세한 규칙입니다.
- 총칙(Constitution)은 UNA라는 단체의 목적을 개괄적으로 제시합니다.
- 두 건의 특별 결의안이 표결에 부쳐집니다.
  1. **세칙:** 첫 번째 투표는 현행 세칙을 발의된 세칙으로 대체하는 것을 승인하기 위함입니다. 현행 세칙과 발의된 세칙 전문은 [myuna.ca/sgm](http://myuna.ca/sgm)에서 온라인으로 보실 수 있습니다. 변경 내용의 개요 안내는 12페이지에서 찾아보실 수 있습니다. 발의된 세칙이 가결되려면 투표하는 UNA 회원의 2/3 이상이 발의된 세칙에 찬성하여야 합니다.
  2. **총칙:** 두 번째 투표는 현행 총칙을 발의된 총칙으로 대체하는 것을 승인하기 위함입니다. 현행 총칙과 발의된 총칙의 전문은 [myuna.ca/sgm](http://myuna.ca/sgm)에서 온라인으로 보실 수 있습니다. 변경 내용의 개요 안내는 12페이지에서 찾아보실 수 있습니다. 발의된 총칙이 가결되려면 투표하는 UNA 회원의 2/3 이상이 발의된 총칙에 찬성하여야 합니다.
- COVID-19 대유행병 기간 중 지역 사회 모임이 제한되어 있으므로 또한 물리적 거리 두기를 지지하는 차원에서, 브리티시 컬럼비아주 공공 안전 치안부 장관(Minister of Public Safety and Solicitor General)은 '전자 방식에 의한 법인 회의 참석'(Electronic Attendance at Corporate Meetings)에 관한 명령 제116호를 내려 개인이 전화나 기타 통신 수단으로 법인 회의에 참석하는 것을 허용했습니다.
- UNA 이사회는 특별 총회(Special General Meeting, SGM)를 화상 회의(Zoom)로 소집하기로 결정했으며, 회원은 특별 결의안에 대하여 온라인 투표나 대리 투표(지명된 대리인이 SGM에서 투표용지로 투표하는 것) 중 어느 한 방식으로 투표할 수 있습니다.

## 투표 방법

UNA 회원은 특별 결의안에 대하여 **온라인** 투표나 **대리** 투표를 선택할 수 있습니다. 지명된 대리인은 특별 총회(SGM)에서 투표용지로 투표합니다.

## 온라인 투표

### 투표 준비

UNA 회원은 UNA에 등록된 유효한 이메일 주소로 투표 링크와 안전한 인증 자격 증명(authentication credential)이 포함되어 있는 이메일을 받습니다. 회원께서는 투표일 전에 [myuna.ca/login](http://myuna.ca/login)에서 본인의 UNA 계정에 로그인하여 본인의 이메일 주소가 맞는지 미리 확인하시기 바랍니다.

투표 내용은 9월 27일 일요일에 이메일로 보내드립니다. 9월 28일 월요일까지 이메일을 받지 못하시면 스팸 폴더를 확인하시거나 UNA에 다음 방법으로 연락하시기 바랍니다.

- 이메일: [sgm2020@myuna.ca](mailto:sgm2020@myuna.ca)
- 실시간 채팅: [myuna.ca/sgm](http://myuna.ca/sgm)  
(이용 가능 시간은 [myuna.ca](http://myuna.ca)에서 확인하십시오.)
- 전화: **604-822-4227**  
(이용 가능 시간은 [myuna.ca](http://myuna.ca)에서 확인하십시오.)

투표 내용이 담긴 이메일은 SGM 가상 회의 초대 이메일과 다른 별도의 이메일로 받으신다는 점을 유의하십시오.

## 가상 특별 총회(SGM) 시

1. 가상 SGM 시, 의장이 온라인 투표 개시를 발표합니다. 일정은 2020년 9월 30일 오후 7:30에 시작하여 오후 9시에 종료될 예정입니다.
2. 온라인 투표가 시작되면 이메일로 받으신 투표 링크가 활성화됩니다.
3. 링크를 클릭하고 본인의 자격 증명을 입력합니다.
4. 인증이 완료되면 변조 방지 전자 투표용지가 나타납니다.
5. 투표용지를 작성합니다.
6. 최종 제출 전, 확인 양식이 표시되면 작성 내용을 검토합니다.
7. 검토를 마치면 투표용지를 제출합니다.
8. 결과는 암호화되며 익명으로 유지됩니다.
9. 투표 확인 메시지를 받으며 재투표가 차단됩니다.
10. 투표는 오후 9시에 종료됩니다. 이 시한이 지나면 투표하실 수 없습니다.



## 대리 투표

### 위임장 작성

특별 총회(SGM)에서 대리 투표를 하시려면, SGM 전에 15 페이지에 있는 위임장(proxy form)을 작성하고 서명하시기 바랍니다. 이 위임장이 있으면 지명된 대리인은 해당 특별 결의안에 대하여 위임자가 표시한 대로 투표할 자격이 있습니다.

COVID-19 대유행병 기간에 투표 절차를 안전하게 촉진하고 접촉점을 줄이기 위하여, 다음 이사 중 한 명을 정대리인으로, 또 다른 한 명을 부대리인으로 지명하실 것을 권합니다.

대리인	이메일
<b>Zheng (Jane) Kang</b> 선임된 주민 이사	jane.kang@myuna.ca
<b>Bill Holmes</b> 임명된 주민 이사	bill.holmes@myuna.ca
<b>Murray McCutcheon</b> 선임된 주민 이사	murray.mccutcheon@myuna.ca
<b>Terry Mullen</b> 선임된 주민 이사	terry.mullen@myuna.ca
<b>Kalith Nanayakkara</b> AMS 임명 이사	kalith.nanayakkara@myuna.ca
<b>Richard Watson</b> 선임된 주민 이사	richard.watson@myuna.ca

### 위임장을 위 명단에 있는 UNA 이사에게 제출하는 방법

위임장을 작성한 뒤 떼어내십시오. 위임장은 반드시 총회 전에 다음 방법으로 UNA에 제출하셔야 합니다.

#### 직접 전달

1. 본인의 위임장을 대리인이 SGM에 가지고 가게 하셔도 됩니다. COVID-19 대유행병 기간에 투표 절차를 안전하게 촉진하도록, 위에 기재된 이사 중 한 명을 지명하시는 것을 권합니다.
2. 위임장을 손조롭게 주고받을 안전한 방법을 선정하신 대리인과 상의하여 정하시기 바랍니다.

#### 투여함에 투여

1. 작성하신 위임장을 다음 장소에 있는 투여함에 넣습니다: 웨스브룩 커뮤니티 센터 (Wesbrook Community Centre), 3335 Webber Lane
2. 투여함 운영 시간과 장소에 관한 최신 정보는 UNA 웹사이트 [myuna.ca/sgm](http://myuna.ca/sgm)에서 확인하시기 바랍니다. 투여함에 관한 자세한 사항은 커뮤니티 센터 입구에도 게시됩니다.
3. 투여함 제출 마감 시한은 9월 30일 오후 4:30입니다.

### 이메일로 제출

1. 작성하신 위임장을 스캔하여 원하시는 대리인에게 이메일로 보냅니다.
2. 대리인이 위임장을 SGM에 가지고 갑니다.
3. 이메일 제출 마감 시한은 9월 30일 오후 4:30입니다.

### 팩스로 제출

1. 작성하신 위임장을 다음 수신자에게 팩스로 보냅니다.  
팩스 번호: **604-827-5375**  
수신(Attention): **Sundance Topham, CAO**
2. 팩스 제출 마감 시한은 9월 30일 오후 4:30입니다.

### 우편으로 제출

1. 작성하신 위임장을 우편 요금기 선납되고 수신자 주소가 기재된 봉투에 넣습니다. 이 봉투는 이 우편물 안에 들어 있습니다.
2. 우편배달에 걸리는 시간을 고려하여 우송하시기 바랍니다. 우송된 위임장은 반드시 9월 30일 오후 4:30까지 UNA에 접수되어야 합니다.

### 위임장을 UNA 이사가 아닌 회원에게 제출하는 방법

작성된 위임장을 선정하신 대리인에게 이메일이나 팩스, 우편으로 전달하거나 직접 안전하게 주고받으실 방법을 서로 상의하여 정하시기 바랍니다. 선정하신 대리인은 반드시 UNA 회원이어야 합니다.

## 질문과 답변

#### 특별 총회(SGM)에 직접 참석해도 되나요?

아니요, 안 됩니다. COVID-19 대유행병 기간 중 여러분의 안전을 위하여 총회에 온라인으로 참석하여 주시기 바랍니다. 회원께서는 온라인 투표나 대리 투표를 해주십시오.

#### 대리인으로 지명됐는데 나를 대리인으로 지명한 회원을 대신하여 어떻게 투표하면 되나요?

[sgm2020@myuna.ca](mailto:sgm2020@myuna.ca)로 이메일을 보내거나 [myuna.ca/sgm](http://myuna.ca/sgm)을 방문하셔서 자세한 사항을 UNA 실무진에게 문의하시기 바랍니다.

#### 발의된 세칙과 총칙에 관한 질문은 어디로 하면 되나요?

UNA 이사회와 함께하는 가상 타운 홀 일정이 2020년 9월 23일로 잡혀 있습니다. 참여 방법에 관한 내용은 [myuna.ca/sgm](http://myuna.ca/sgm)을 보시기 바랍니다.

## توسط پراکسی

## تکمیل فرم پراکسی

برای رأی دادن از طریق پراکسی در اس‌جی‌ام، خواهشمند است پیش از اس‌جی‌ام فرم پراکسی موجود در صفحه ۱۵ را تکمیل نمایید. فرم پراکسی به دارنده پراکسی برگزیده اجازه می‌دهد تا از طرف و طبق آنچه شما تعیین کردید در مورد قطعنامه‌های ویژه رأی بدهد.

جهت کمک به تسهیل روند رأی‌گیری به صورت ایمن در دوران جهان‌گیر کووید-۱۹، و برای کاهش نقاط تماس، توصیه می‌کنیم که از مدیران زیر یکی را به عنوان پراکسی و یکی را به عنوان جایگزین پراکسی خود برگزینید:

ایمیل	دارنده پراکسی
jane.kang@myuna.ca	<b>Zheng (Jane) Kang</b> مدیر مسکن منتخب
bill.holmes@myuna.ca	<b>Bill Holmes</b> مدیر مسکن منصوب
murray.mccutcheon@myuna.ca	<b>Murray McCutcheon</b> مدیر مسکن منتخب
terry.mullen@myuna.ca	<b>Terry Mullen</b> مدیر مسکن منتخب
kalith.nanayakkara@myuna.ca	<b>Kalith Nanayakkara</b> مدیر منصوب ای‌ام‌اس
richard.watson@myuna.ca	<b>Richard Watson</b> مدیر مسکن منتخب

## ارسال فرم پراکسی به یکی از مدیران یونان ای در فهرست فوق

فرم پراکسی خود را تکمیل و جدا کنید. این فرم باید قبل از تشکیل جلسه به یکی از شیوه‌های زیر به یونان ای ارائه داده شود.

## به صورت حضوری

- ممکن است بخواهید که فردی که دارنده پراکسی شماست، فرم پراکسی‌تان را به اس‌جی‌ام بیاورد. جهت کمک به تسهیل روند رأی‌گیری به صورت ایمن در دوران جهان‌گیر کووید-۱۹، توصیه می‌کنیم که یکی از مدیران نامبرده در فهرست بالا را برگزینید.
- خواهشمند است با دارنده پراکسی‌تان هماهنگ کرده تا جهت تسهیل گرفتن و تحویل دادن فرم روش ایمنی را ترتیب دهد.

## از طریق صندوق مخصوص برای سپردن نامه‌ها [dropbox]

- پس از تکمیل فرم پراکسی خود، آن را داخل صندوق مخصوص برای سپردن نامه‌ها، در مرکز اجتماع وست‌بروک [Wesbrook Community] به آدرس ۳۳۳۵ وب‌بر لین [Webber Lane] بیاندازید.
- خواهشمند است جهت اطلاع درباره به روزترین ساعات کار و مکان صندوق مخصوص برای سپردن نامه‌ها به وبسایت ما به آدرس [myuna.ca/sgm](http://myuna.ca/sgm) مراجعه نمایید. همچنین جزئیات صندوق مخصوص برای سپردن نامه‌ها در ورودی مرکز اجتماعی نصب شده است.
- مهلت ارسال از طریق صندوق مخصوص برای سپردن نامه‌ها روز ۳۰ سپتامبر ساعت ۴:۳۰ بعد از ظهر است.

## از طریق ایمیل

- پس از تکمیل فرم پراکسی خود، آن را اسکن کرده و آن را به دارنده پراکسی ارجح خود ایمیل نمایید.
- دارنده پراکسی‌تان، فرم پراکسی شما را به اس‌جی‌ام خواهد برد.
- مهلت ارسال از طریق ایمیل روز ۳۰ سپتامبر ساعت ۴:۳۰ بعد از ظهر است.

## از طریق فکس

- پس از تکمیل فرم پراکسی خود، آن را فکس کنید:  
شماره فکس: ۶۰۴-۸۲۷-۵۳۷۵  
به ملاحظه: **Sundance Topham, CAO**
- مهلت ارسال از طریق فکس روز ۳۰ سپتامبر ساعت ۴:۳۰ بعد از ظهر است.

## از طریق پست

- پس از تکمیل فرم پراکسی خود، آن را داخل پاکت نامه‌ای که هزینه پست آن از قبل پرداخت و آدرس گیرنده روی آن درج شده و موجود در این بسته است، قرار دهید.
- خواهشمند است، زمانی را برای پست در نظر بگیرید. فرم پراکسی پست شده باید قبل از ساعت ۴:۳۰ بعد از ظهر روز ۳۰ سپتامبر به دست یونان ای برسد.

## ارائه فرم پراکسی‌تان به فردی غیر از مدیر یونان ای

خواهشمند است با فرد دارنده پراکسی انتخاب شده خود هماهنگ کرده تا روشی چون ایمیل، فکس، پست یا گرفتن و تحویل دادن به صورت ایمن را برای ارائه فرم پراکسی تکمیل شده‌تان ترتیب دهد. فرد دارنده پراکسی که انتخاب می‌کنید باید عضو یونان ای باشد.

## سوالات متداول

## آیا می‌توانم به صورت حضوری در جلسه اس‌جی‌ام شرکت کنم؟

خیر. نمی‌توانید. جهت حفظ ایمنی شما در دوران جهان‌گیر کووید-۱۹، از شما تقاضا می‌شود که در جلسه به صورت آنلاین شرکت کنید. از اعضا تقاضا می‌شود که به صورت آنلاین یا از طریق پراکسی رأی دهند.

## من به عنوان فرد دارنده پراکسی منصوب شده‌ام. چگونه می‌توانم از طرف خود و افرادی که به عنوان نماینده آن‌ها منصوب شده‌ام رأی بدهم؟

خواهشمند است با کادر یونان ای از طریق ارسال ایمیل به آدرس [sgm2020@myuna.ca](mailto:sgm2020@myuna.ca) هماهنگ کرده یا برای اطلاعات بیشتر به [myuna.ca/sgm](http://myuna.ca/sgm) مراجعه نمایید.

## از کجا می‌توانم در مورد اساس‌نامه‌ها و نظام‌نامه پیشنهادی سؤال بپرسم؟

در تاریخ ۲۳ سپتامبر ۲۰۲۰، یک جلسه شهرداری مجازی با حضور هیئت مدیران یونان ای برنامه‌ریزی شده است. خواهشمند است برای جزئیات نحوه پیوستن به آن به [myuna.ca/sgm](http://myuna.ca/sgm) مراجعه نمایید.

# نحوه رأی دادن - FARSI

## پیشینه

- هیئت یونای پیشنهاد می‌دهد که اساسنامه‌های یونای و نظامنامه یونای فعلی با سری جدید اساسنامه‌ها و نظامنامه، جایگزین شود.
- اساسنامه‌ها شامل قوانین مشروح و مفصلی برای عملکرد داخلی یونای، است.
- نظامنامه شرایط کلی را برای اهداف یونای به عنوان یک اجتماع تنظیم می‌کند.
- برای دو قطعنامه ویژه رأی‌گیری انجام خواهد شد.

۱. **اساسنامه‌ها:** اولین رأی‌گیری برای تصویب جایگزین کردن اساسنامه‌های فعلی با اساسنامه‌های پیشنهادی است. نسخه‌های اساسنامه‌های فعلی و اساسنامه‌های پیشنهادی به صورت آنلاین در سایت [myuna.ca/sgm](http://myuna.ca/sgm) موجود است. راهنمای تغییرات با تشریح کلی را می‌توان در صفحه ۱۲ یافت. تصویب اساسنامه پیشنهادی مستلزم این است که حداقل دو سوم اعضای یونای که رأی می‌دهند، به نفع اساسنامه پیشنهادی رأی دهند.
۲. **نظامنامه:** دومین رأی‌گیری برای تصویب جایگزین کردن نظامنامه فعلی با نظامنامه پیشنهادی است. نسخه‌های نظامنامه فعلی و نظامنامه پیشنهادی به صورت آنلاین در سایت [myuna.ca/sgm](http://myuna.ca/sgm) موجود است. راهنمای تغییرات با تشریح کلی را می‌توان در صفحه ۱۲ یافت. تصویب نظامنامه پیشنهادی مستلزم این است که حداقل دو سوم اعضای یونای که رأی می‌دهند، به نفع اساسنامه پیشنهادی رأی دهند.

- با توجه به محدودیت‌هایی که بر روی گردهمایی‌های اجتماعات اعمال شده و به جهت حمایت از حفظ فاصله‌گذاری اجتماعی در طول دوران جهانگیر کووید-۱۹، وزیر ایمنی عمومی و وکیل دادگستری استان بریتیش کلمبیا دستور شماره ۱۱۶، حضور الکترونیکی در جلسات شرکتی، را صادر نموده که به افراد اجازه می‌دهد که در جلسات شرکتی بوسیله تلفن یا از طریق محیط‌های ارتباطی دیگر حضور به هم برسانند.

- هیئت مدیران یونای مشخص کرده که نشست عمومی ویژه (اس‌جی‌ام) [SGM] از طریق کنفرانس ویدئویی (Zoom) تشکیل خواهد شد، و اعضا می‌توانند به صورت آنلاین یا توسط یک پروکسی (دارندگان پروکسی منصوب شده در نشست عمومی ویژه روی برگه‌های کاغذی رأی خواهند داد.) به قطعنامه‌های ویژه رأی دهند.

## روش‌های رأی دادن

اعضای یونای به انتخاب خود می‌توانند به قطعنامه‌های ویژه به صورت **آنلاین** یا توسط **پروکسی** رأی دهند. دارندگان پروکسی منصوب شده در نشست عمومی ویژه روی برگه‌های کاغذی رأی خواهند داد.

### آنلاین

#### آماده شدن برای رأی دادن

اعضای یونای، به آدرس ایمیل معتبری که در پرونده ایشان در یونای موجود است، ایمیلی که حاوی لینک رأی و گواهی احراز هویت امن است دریافت خواهند نمود. اعضا تشویق می‌شوند که قبل‌تر از روز رأی‌گیری، حساب یونای خود را در [myuna.ca/login](http://myuna.ca/login) چک کرده و مطمئن شوند که آدرس ایمیل‌شان صحیح است.

جزئیات رأی‌گیری روز یکشنبه ۲۷ سپتامبر از طریق ایمیل ارسال خواهد شد. اگر تا روز دوشنبه ۲۸ سپتامبر ایمیلی دریافت نکردید، خواهشمند است پوشه اسپم [Spam] خود را چک کرده یا از راه‌های زیر با یونای تماس حاصل نمایید:

- ایمیل: [sgm2020@myuna.ca](mailto:sgm2020@myuna.ca)
  - چت زنده: [myuna.ca/sgm](http://myuna.ca/sgm) (برای ساعات پاسخگویی [myuna.ca](http://myuna.ca) را چک کنید.)
  - تلفن: ۶۰۴-۸۲۲-۴۲۲۷ (برای ساعات پاسخگویی [myuna.ca](http://myuna.ca) را چک کنید.)
- توجه داشته باشید که ایمیل حاوی جزئیات رأی‌گیری جدا از ایمیل دعوت به جلسه مجازی اس‌جی‌ام ارسال خواهد شد.

#### در طول جلسه مجازی اس‌جی‌ام

۱. در طول جلسه مجازی اس‌جی‌ام، مسئول جلسه شروع رأی‌گیری آنلاین را اعلام می‌کند. قرار است که روز ۳۰ سپتامبر ۲۰۲۰، ساعت ۷:۳۰ بعد از ظهر آغاز و در ساعت ۹ بعد از ظهر به پایان برسد.
۲. به محض این‌که رأی‌گیری آغاز شود، لینک رأی‌گیری داخل ایمیلی که دریافت کردید فعال خواهد شد.
۳. روی لینک کلیک کرده و اطلاعات شناسایی خود را وارد نمایید.
۴. بعد از احراز هویت، یک برگه رأی‌گیری الکترونیکی غیر قابل دست‌کاری نمایان می‌شود.
۵. برگه رأی‌گیری را پُر کنید.
۶. قبل از ارسال نهایی، یک فرم تأیید جهت مرور نمایش داده می‌شود.
۷. پس از انجام مرور برگه رأی‌گیری، آن را ارسال نمایید.
۸. نتایج رمزگذاری شده و ناشناس خواهند ماند.
۹. یک رسید دریافت خواهید کرد و از رأی‌گیری مجدد منع خواهید شد.
۱۰. رأی‌گیری ساعت ۹ بعد از ظهر خاتمه پیدا می‌کند. پس از مهلت مقرر قادر به رأی دادن نخواهید بود.

# A GUIDE TO THE PROPOSED UNA BYLAWS AND CONSTITUTION

Translations are available online at [myuna.ca/sgm](http://myuna.ca/sgm).

## BYLAWS (Special Resolution A)

The following describes, in general terms, the principal substantive changes that will be made if the proposed Bylaws are approved. In addition, the proposed Bylaws incorporate many detailed technical changes, eliminate inconsistencies, correct errors and improve wording.

1. **Eliminate the positions for UBC- and AMS-appointed directors on the UNA Board, so that all directors are elected (except a director appointed by the Board to fill a vacancy until the next election).**
  - **Current Bylaws:** The Board is comprised of five directors elected by members, two directors appointed by UBC and one director appointed by the AMS (the UBC student society).
  - \* **Rationale for change:** A fundamental aspect of democracy is absent with the inclusion of appointed directors on the Board. The UNA's mandate includes the provision of municipal-like services (including recreational services) to the residents of the University Neighbourhoods and the representation of the interests of the residents. Given this mandate, it is anomalous for the UNA not to be governed solely by residents.
  - + **Comments:** The UNA has agreed with the AMS to allow it to designate a student to attend and participate in open and closed Board meetings if the proposed Bylaws are approved. Like the UBC "observer-participants," the designated student will have no vote. The proposed Bylaws do not include terms regarding this designated student. Instead, the right of the AMS to designate a student representative to the UNA Board is contained in an agreement between the UNA and the AMS. In addition, detailed terms regarding this right are included in the Neighbours' Agreement 2020 between the UNA and UBC, which will replace the current Neighbours' Agreement 2015 if the proposed Bylaws are approved.
2. **Permit UBC to appoint two UNA members who have the right to attend and participate in Board meetings, including closed and in camera meetings, except when a matter is under consideration for which UBC may be adverse in interest to the UNA. In addition, one of these members has the right to attend and participate in meetings of the UNA's Finance and Audit Committee.**
  - **Current Bylaws:** UBC may appoint any number of UNA members, but these individuals have no rights beyond the rights of resident members.
  - \* **Rationale for change:** The provisions for two UBC "observer-participants" are consequential on the elimination of the positions for two UBC-appointed directors. The UBC-appointed directors have brought essential expertise to the Board and have provided the UNA with UBC's perspective on issues of mutual interest. The provision for UBC "observer-participants" continues access by the Board to that expertise and perspective and maintains and fosters the mutually supportive relationship between the UNA and UBC. A further reason for giving UBC a special role vis-à-vis the UNA is that UBC has ultimate responsibility for the application of the services levy collected under the leases.
3. **Increase the number of elected directors to six, with the authority for the Board to further increase the number to seven.**
  - **Current Bylaws:** There is a formula for the number of elected directors that is based on the number of leases and rental agreements for residential occupation. Although the formula produces either three or four elected director positions, there are currently five such positions.
  - \* **Rationale for change:** There is no advantage to setting the number of directors by formula. Rather, the number should be fixed such that the Board has a sufficient number of directors to carry out its functions and provide a diversity of views. With the elimination of the three appointed positions on the Board, there is a need to increase the number of elected

directors. If it becomes apparent that six directors are not enough, the Board has the authority to add a further position.

**4. Increase the term of office for directors to three years from the current term of approximately two years.**

- \* **Rationale for change:** A three-year term of office provides newly elected directors more opportunity to gain an understanding of their duties and responsibilities, as well as of issues affecting the UNA and its members, and, thereby, be more effective. A term of four years (the term for municipal councillors) was considered to require too long a commitment, potentially discouraging UNA members from running for office.

**5. Reduce the number of consecutive terms a director may serve to two, except when there are fewer candidates for an election than the number of positions to be filled. Also, eliminate the Board's discretion to allow one further term.**

- **Current Bylaws:** An elected director may serve a maximum of three consecutive terms, i.e., for a total of approximately six years. However, a director may apply to the Board for permission to seek re-election for one further term. Permission requires the approval of at least 65 per cent of the directors.
- \* **Rationale for change:** Retaining a limit on the number of consecutive terms in office ensures that there are opportunities for new members to serve on the Board and bring fresh perspectives. The reduction in the number of consecutive terms to two is consequential on the increase in the term of office to three years. Directors would still be able to serve up to six consecutive years. The Board's discretion to allow one further term is inappropriate. Instead, if there would otherwise not be enough candidates to fill the positions, a director should be able to run for re-election regardless of the number of terms served.

**6. Require elections for all directors to be held every three years, commencing 2021.**

- **Current Bylaws:** An election of directors is held every year. Because the terms of directors overlap, usually two or three of the positions for elected directors need to be filled at each election.

- \* **Rationale for change:** This change reduces the considerable cost of elections and the drain on UNA staff time. In addition, it might help to overcome the low voter turnout, which may be attributable, in part, to voter fatigue. Furthermore, the election of all directors at the same time enables slates of candidates to run for election.

- ✚ **Comments:** No election would be held in 2020 if the proposed Bylaws are approved. Under the current Bylaws, the term of office of the directors elected in November 2018 ends at the date of the 2020 Annual General Meeting. Pursuant to a transition provision in the proposed Bylaws, this term is extended to the start of the first Board meeting following the election in 2021.

**7. Require the election in an election year to be held after the AGM in that year and by the end of November of that year.**

- **Current Bylaws:** Elections are on the same schedule as AGMs. The deadline for the receipt of ballots for the election in a year is the date of the AGM for the year.
- \* **Rationale for change:** The change in timing for elections is necessitated by (i) the requirement in the proposed Bylaws that the AGM for a year be held by September 30 of the year, and (ii) the inclusion in the proposed Bylaws of timing rules for each step in the election procedure. The change in timing avoids the need for the election procedure to begin in the middle of the summer.

**8. Require the AGM for a year to be held within six months after the UNA's fiscal year-end, (i.e., by September 30).**

- **Current Bylaws:** An annual general meeting is required to be held at least once in every calendar year and not more than 15 months after the holding of the last annual general meeting.
- \* **Rationale for change:** The *Societies Act* requires that financial statements presented at an AGM be for a period ending not more than six months before the date of the AGM. The UNA's fiscal year-end is March 31. Accordingly, for practical purposes – to avoid the time and expense to prepare financial statements in addition to those prepared for the year-end –

the UNA's AGM should be held no later than Sept. 30.

## 9. Update and improve the provision for directors' stipends

- **Current Bylaws:** An annual stipend is paid to resident directors. The amount is described as \$5,500 plus an additional \$2,750 for the Chair (i.e., \$8,250), adjusted for inflation.
- ✚ **Comments:** The proposed Bylaws specify the annual inflation-adjusted amounts payable in 2020, which are \$6,271 for each resident director and \$9,406 for the Chair. These are the amounts determined under the current Bylaws with the application of the inflation adjustments. Also, the proposed Bylaws contain more precise rules for determining stipends and inflation adjustments.

## 10. Eliminate the provision for the expulsion of UNA members and add a provision stating that a member may not be disciplined or expelled.

- **Current Bylaws:** A member may be expelled for being in breach of the Bylaws or acting contrary to the UNA's purposes. Expulsion requires a special resolution of members passed at a general meeting.
- \* **Rationale for change:** Expulsion of a member terminates the member's right to vote in UNA elections. That would be harsh and undemocratic. The new provision is required because section 70(2) of the *Societies Act* states: "Unless the bylaws provide otherwise, a member of a society may be disciplined or expelled by special resolution."

## CONSTITUTION (Special Resolution B)

- The UNA's Constitution sets out its purposes as a society. A society's purposes state, in general terms, what the society has been established to do and they delimit the activities that the society may undertake.
- The UNA has an agreement with UBC – currently the Neighbours' Agreement 2015 (NA 2015) – that requires the UNA's purposes to include, and not be inconsistent with, the purposes listed in section 3.1 of that agreement.
- The minor changes to the purposes in the proposed Constitution are changes that bring the purposes into better alignment with NA 2020 or that improve the syntax. In addition, references are added to "Designated Buildings." These are certain buildings outside the neighbourhoods whose residents are permitted under the proposed Bylaws to join the UNA.
- The first purpose in the current Constitution is expanded to add the words "and that recognizes the interests of students, who are an integral part of the UBC community."
- The following new purposes are added to the Constitution:
  - a. The provision of municipal-like services. Although this is a major function of the UNA pursuant to NA 2015, it is not currently one of the purposes in the UNA's Constitution and so needs to be added.
  - b. Representing the interests of residents generally. This is a purpose required by NA 2015.
  - c. Taking positions on matters relating to land use and development on the UBC campus and presenting those positions to UBC and other entities. While this purpose is included in the representation of the interests of residents generally, it is desirable to make it explicit.
  - d. At the request of the UBC Board of Governors, acting as an advisory board pursuant to section 34 of the *University Act*. The Board of Governors has requested, and the UNA has agreed, that the UNA Board will act as an advisory board.
  - e. Fostering interaction between residents and the UBC academic community, assisting in enabling such interaction, and facilitating access by residents to UBC academic programs. This purpose could include, for example, obtaining greater access for residents to university lectures, courses, programs and related activities.
- The UNA and UBC have agreed, conditional on UNA members approving the proposed Bylaws, to enter into a new agreement – the Neighbours' Agreement 2020 (NA 2020) – that replaces NA 2015. NA 2020 contains the same provision regarding the UNA's purposes as is in NA 2015.