

## **Proposed SACA Bylaw Revisions**

Bylaws may not be the most exciting topic, but they are essential—they serve as the “rulebook” for how SACA operates as an organization. They outline critical details like who can be a member, how decisions are made, when and how meetings are held, and even how the Association can be dissolved. While bylaws are often seen as overly complex and tedious, they play a vital role in keeping our community association running smoothly.

Occasionally, bylaws need to be updated to reflect the changing needs of an organization and to improve efficiency. That time has come for SACA. In addition to minor edits for clarity, we’re proposing some significant changes to ensure our bylaws better serve our community today.

### **Key Proposed Changes**

#### *AGM Quorum Adjustment*

Currently, our bylaws require at least 25 members attend the Annual General Meeting (AGM) to meet quorum. If quorum isn’t achieved, the meeting must be rescheduled within 30 days, and if quorum still isn’t met at the second meeting, we can proceed with whoever is present. This process is cumbersome and wastes valuable time. We’re proposing to reduce quorum for AGMs to just seven members, a number we feel is more realistic and attainable.

#### *Board Meetings*

Similarly, we’re proposing to reduce quorum for Board meetings from the current requirement of 50% of Directors to just three Directors, ensuring meetings can proceed more efficiently.

### **Streamlining Governance**

Some sections of our current bylaws—such as definitions, member registers, contact lists, and prescriptive procedures— are not bylaw items but policy items and will be moved to our existing Policy and Procedure Manual managed by the Board of Directors. This change will allow the Board to update these policies more quickly without requiring formal bylaw amendments.

### **Bylaw Motion at Our AGM**

The proposed revisions have been posted on the SACA website for your information. We encourage all members to review the new bylaws ahead of the AGM. A motion to approve these revised bylaws will be made at the AGM on May 8, 2025. The Board believes these revised bylaws meet the needs of our community association while supporting effective governance. The revised SACA Bylaws will still be subject to approval by the Alberta Societies Act.

Colin Yeo

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