



Regina Community Clinic Board of Directors Policies and Procedures

Policy: Governance
Resolutions Presented to Annual
General Meeting
Policy # GOV-012

Approved: Board of Directors
Date: January 21, 2026
Reviewed:

Policy: Resolutions Presented to Annual General Meeting (AGM)

This policy is to ensure that the membership has the appropriate opportunity to review, research and assess resolutions that are presented at the AGM.

Purpose: The membership has a right and responsibility to properly contemplate any resolutions that may come before the membership for voting at an AGM. To provide adequate time for reviewing, researching, and assessing the resolutions, all resolutions shall be submitted by a deadline so that proper notification may be provided to the membership.

Policy Statements:

1. Resolutions presented to the membership of the Regina Community Clinic (RCC) are to be submitted in advance of the AGM. Resolutions to change the bylaws will be permitted from the floor but will require a two-thirds (2/3) majority vote in order to be passed.
2. Communication to the members asking for the submission of resolutions and the deadline for receipt of resolutions will be done not more than 50 days prior to the AGM.
3. Resolutions to be considered at the AGM are to be submitted to the Governance and Human Resources Committee.

Roles and Responsibilities:

1. The Governance and Human Resources Committee is responsible for reviewing the submitted resolutions at one of its meetings prior to the AGM and contacting the submitter for any clarifications.
2. The Governance and Human Resources Committee will review all resolutions for compliance with the Regina Community Clinic Bylaws and *The Co-op Act*.
3. The Governance and Human Resources Committee will notify the board of all resolutions that will be presented at the AGM prior to issuing the AGM package to members.
4. Approved resolution submissions will be distributed to the membership in advance, with the notification of the AGM.

Approval/Implementation/Evaluation Process	
Date Approved:	January 21, 2026
Approved by:	Board of Directors
Who & Date Reviewed:	Board of Directors, March 17, 2021; Governance Committee, March 2, 2021; Governance and Human Resources Committee, November 3, 2025
If revised, indicated the policy cancelled or suspended:	
Distribution:	Board, All Staff
Monitor Date:	
Type of Monitoring:	Annually
Director Responsible:	Executive Director