

## HOW TO FILE A MOTION

Deadline: March 8, 2024

### Motion to amend the current YAEP Bylaw(s) or Policy

#### Definition/process:

*The Bylaws may be amended only at an Annual General Meeting, or a Special General Meeting called for that purpose. (YAEP Bylaws 9.1 Amendments)*

*Extraordinary resolutions are amendments to the Bylaws. (Policy and Procedures Manual, Standing Rules for YAEP General Meetings, 2li)*

*The Policy Committee has a duty to:*

*Implement the resolution and policy development process, as defined in the bylaws and policies, including, but not limited to:*

*Reviewing resolutions submitted for Annual and special General Meetings, and Central Council, including recommending revisions or alternate approaches that would help ensure the consistency and clarity of YAEP policy. (Policy and Procedures Manual, Policy Committee, 3di)*

*All resolutions to be brought forward to a General Meeting shall be consolidated, published and made available to all YAEP members at least 21 days prior to the start of the General Meeting. A resolution must be passed by the vote of not less than 75% of members voting and of which not less than 21 days notice has been given. (Resolutions Policy 5a)*

### Motions made at AGM to amend, vary, or create YAEP Policy or Bylaw

**How to:** Fill out and return the form on page 2 OR send the following information to Office Manager at [admin@yaep.ca](mailto:admin@yaep.ca).

Date:

Meeting: (AGM)

Moved by: (Name)

Seconded by: (Name)

Motion:

Rationale:

**Please note:** The mover of any motion must be in attendance at AGM to speak to, and respond to, questions about the motion.

## MOTIONS OR AMENDMENTS FORM / MOTIONS DU AMENDEMENTS

MEETING / RÉUNION :	DATE :
MOVED BY / PROPOSÉ PAR :	SECONDED BY / APPUYÉ PAR :
<b>MOTION OR AMENDMENT / MOTION OU AMENDEMENT</b>	
<b>RATIONALE / RAISONNEMENT</b>	