

## MEMORANDUM

**Date:** July 19, 2011

**To:** CHHA-NL Membership

**Fr:** Leon Mills, Executive Director

**Re:** Proposed Changes to CHHA-NL By-laws

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I wish to bring to your attention a proposed change to the association's By-laws that will be introduced at the CHHA-NL Annual General Meeting to be held at The Capital Hotel on Wednesday, September 21<sup>st</sup>, starting at 7:00 pm. A copy of the proposed change is included with this memo.

As required by the CHHA-NL By-laws notice must be given to all the association's members as outlined in Article 14 below which reads in part:

**14.5 *Proposed amendments or additions to these Bylaws shall be sent, in writing, to all members in good standing at least twenty-one (21) days prior to the date of an Annual or Special General Meeting. To encourage participation such proposals must include a proxy form to be used at the discretion of the members.***

The proposed amendment is an addition to **Article 7 – Governance, Section 7.2c**, which reads as follows:

7.2c The Board shall be composed of Directors elected or appointed according to the procedures set out in Article 8 of these By-laws. The Board of Directors shall be comprised of the Immediate Past-President as well as those other Directors elected or appointed according to the procedure set out in Article 8 of these Bylaws. By the 2012 election year, the CHHA-NL Board of Directors will be reduced to a maximum of eight (8) Directors, which will be phased in over a three-year period as follows:

*Year 2010 – reduced from 12 to 10;*

*Year 2011 – reduced from 10 to 9;*

*Year 2012 – reduced from 9 to 8.*

The proposed addition reads as follows:

**Proposed Change to CHHA-NL By-laws for September 2011**

***One director of the CHHA-NL Board of Directors will be designated as a provincial member. This director can come from one of the CHHA Branches within NL or another CHHA member from outside St. John's and area (Mount Pearl, Paradise, CBS). All rules and regulations will apply as is for the other board directors.***

A copy of the CHHA-NL By-laws with the proposed changes is included with this notice; please see Article 7 – **Governance, Section 7.2c on page 8**. Since the association is a provincial service organization, the purpose of these changes is to allow for a rural or provincial representative to have a seat on the board of directors to ensure representation from rural areas of the province.

You will also note that, as required, a Proxy Form has been included with this memo in the event that you cannot attend the AGM, but wish to have your vote represented at the meeting.

If you have any questions regarding the proposed changes or the proxy form, please contact me at your convenience at (709) 753-3224 or 1-888-753-3224 or text at (709) 725-3224.

It would be helpful for planning purposes if you contacted the office to confirm your attendance. Thanks for your time with this important matter and I look forward to seeing you there.

Bye for now!