**Summary of Amendments to Strawberry Vale PAC Constitution and Bylaws**

To be voted on at Jan 2020 PAC General Meeting

**Proposed Amendments that would apply to both the Constitution and the Bylaws**

* Add a date on the document to indicate last amendment
* In every instance where the word “parents” is used, add “guardian” (i.e. parents/guardians)
* Update general wording of a few sentences which does not change anything substantive or material in these instances
* Update the method of communication to PAC Members to reflect electronic communications (email and e-bulletins) as the primary means of communication and notification.

**Proposed Amendments that would apply to the Constitution only**

* Move a sentence from section 3a to section 3b, as it is more applicable under that section. The sentence currently reads: One of the PACs functions is to “augment educational opportunities by engaging in political activities to further our purposes set out in section 2”. Propose moving this to section 3b, which will then state: one of the PACs functions is to “provide a means to engage in political activities to further our purposes set out in section 2.”
* Delete 3b point 5, which states that one of the PACs functions is to “provide a means to participate in the accreditation process.”
* Under section 3b, add: “Provide a means to participate in meetings at the VCPAC (Victoria Confederation of PACs) and BCCPAC (British Columbia Confederation of PACs) level”

**Proposed Amendments that would apply to the Bylaws only**

* In every instance where the word “Chairperson” is used, change it to “President”
* Under membership add and define Member-at-large as: “A member at large serves as a liaison to thePAC general membership. The duties of this role will change as needed to address goals of the PAC.”
* Update the Committee Appointments wording to generalize the list, allowing more flexibility since committees will change from time to time depending on the needs of the current PAC. Propose this sentence be changed to read:
	+ Committee and Coordinator appointments for various PAC Programs and Events, which may vary from time to time and year to year. Examples may include:
		- Book Fair Coordinator
		- Child Alert Coordinator
		- Class Representative Coordinator
		- Facebook Coordinator
		- Fruit & Veggie Program Coordinator
		- Fun Lunch Coordinator
		- Lice Check Coordinator
		- Parent Education Coordinator
		- Spring Fair Coordinator (every other year)
* Update the descriptions of the Executive Responsibilities to more closely reflect the current roles and responsibilities
* Define Meetings:
	+ PAC Executive meeting: Is a meeting where the executive can choose to convene at their discretion to discuss day to day PAC business.
	+ PAC Meeting: Is a monthly Meeting that includes the PAC executive, a school Administration representative, and up to all of the PAC’s general membership. These are the meetings where motions are made and passed.
	+ PAC AGM : Is an annual general meeting that includes the PAC executive, a school administration representative, and up to all of the PAC’s general membership. At this meeting the Executive will provide a year to date update to the general membership. At this point the current executive will vacate their positions, and the election appointee will commence the election. Once a new executive has been elected they may move forward with new business.
* Change the definitions for Quorum at a general PAC meeting and at a PAC Executive meeting, as the PAC was having challenges meeting the previous definition of quorum. Propose to change quorum to:
	+ At a PAC General Meeting, quorum = The PAC Executive plus any and all members of the general membership in attendance.
	+ At a PAC Executive meeting, quorum = 3 members of the Executive.
* Under Meetings change 3a. to read “There shall be a minimum of 8 general meetings a year, barring any unforeseen circumstances.”
* Under Elections/ Term of Office, update to June 1st to May 31st.
* Elections: Add 6.a.iv : In the absence of a past president, a former executive or member at large who is not a nominee can run the nomination process and election. The election and nomination appointee may not be nominated for an executive position until after the election is concluded.
* Under Dissolution, add a sentence that states any unused/unallocated Gaming Grant funds must be transferred to the BC Minister of Finance or as stated under the stipulations for dissolution in the current Community Gaming Grant Guidelines.