

ITEM 1 of 3

30-DAY NOTICE OF QUEER ONTARIO'S 2015 SPECIAL GENERAL MEETING

To Fill Vacancies in the Steering Committee

When: Thursday, September 17, 2015, from 6:10 to 7:00 pm.
The regular monthly meeting begins at 5:00 pm.

Where: Room 303 at The 519 Community Centre
519 Church Street, Toronto
Just north of Wellesley Street East

Note: The meeting building is a wheelchair accessible place.

Greetings!

The Queer Ontario Steering Committee invites you to join us for our Special General Meeting, to be held at The 519 Church Street Community Centre, Toronto, on Thursday, September 17, 2015. All Voting Members and other interested individuals are invited to take part.

Attached you will find:

- Instructions on how to run for an available position on the Steering Committee
- A schedule of Deadlines in calendar form

In-Person and Remote (Distance) voting procedures can be found here:

<http://queerontario.org/about-us/meetings/election-items/>

A fixed agenda for this special General Meeting can be found here:

<http://queerontario.org/2015-sgm/>

If you have any questions about any of the information found in these documents, do not hesitate to contact the Queer Ontario at info@queerontario.org. All attempts will be made to respond to your question(s) within 48 hours.

Otherwise, we hope to connect with many of you on Thursday, September 17th!

Richard Hudler

Queer Ontario Chair

On Behalf of the Queer Ontario Steering Committee

A. Who can run for an Open Position on the Steering Committee?

- (1) Only 'Voting' Members can run for an open position on the Steering Committee.

According to Queer Ontario Bylaw 401(1), a Voting Member is any person who:

- (a) is an individual person; and
- (b) supports the objects of Queer Ontario as set out in part II of these by-laws; and
- (c) pays any annual membership fee as may be set according to By-law 1104; and
- (d) has followed any registration procedure that the Steering Committee may require from time to time; and
- (e) has participated for at least six (6) hours in Queer Ontario activities, in person or by electronic means, which may include any combination of:

- (i) attending any Queer Ontario meetings; and/or
 - (ii) volunteer work on Queer Ontario initiatives or events, in the 365 days preceding the issuance of notice of an Annual General Meeting or Special General Meeting.
- Individuals unable to meet the six-hour requirement due to extenuating circumstances may apply to the Steering Committee to have this provision waived.

- (2) If you want to verify your Voting Member status:

Send an email to the Secretary via info@queerontario.org with "Membership Status" as the subject line and your first and last name as the main text. The Secretary will respond to your verification request within 48 hours.

B. Regarding the Steering Committee Positions that are available September 17, 2015

- (1) The 6 Steering Committee Positions that will be available are those of:

- (a) Queer Ontario Vice Chair (Second year of a 2-year term)
- (b) Queer Ontario Secretary (2-year term)
- (c) 2 *Open* Member-At-Large positions (2-year terms)
- (d) 3 Member-At-Large positions *earmarked for non-Toronto Members* (2-year terms)

- (2) For a Description of the Positions:

For a description of these positions and their respective privileges and responsibilities, please see Parts VIII ("Steering Committee / Board of Directors") and XIV ("Coordinators / Executive") of the Queer Ontario Bylaws.

- (3) The Steering Committee Positions currently occupied are those of:

- (a) Queer Ontario Chair: Richard Hudler
- (b) Queer Ontario Treasurer: John Wilson
- (c) Queer Ontario Member at Large (Toronto) Nick Mulé

C. Reminder About Running Unopposed

As with previous years, simply running for a position unopposed is not enough to guarantee you the position on the Steering Committee (that is: "election by acclamation"). You must receive the approval of at least 50% of the ballots cast in order to be deemed elected.

In other words: If you do not receive at least 50% approval, then the position remains vacant until the next election.

D. Important Note About Nomination from the Floor

To ensure that all Voting Members have access to the same candidate options — *especially* those that cannot make it to the Annual General Meeting and/or will be distance voting — we will not be accepting nominations from the floor of the SGM.

This means that all decisions to run for an open position on the Steering Committee must be made before the Special General Meeting by the deadline below.

E. Instructions (with Deadlines) on how to Run for an Open Steering Committee Position

Step 1: Look at the available positions and familiarize yourself with the privileges and responsibilities associated with each. These are all 2-year terms.

Step 2: **Let the Secretary know which position you will be running for. You are to do this via email (info@queerontario.org) by 10:00 pm on Wednesday, September 2, 2015. Only self-nominations will be accepted.**

Note: At this point, the Secretary will take all self-nominations and compile a list of candidates with the positions they are running for. The Secretary will send this preliminary list of candidates to the candidates so that they can confirm that they want to remain on the ballot. The secretary is to circulate this list by end-of-day Thursday September 3, 2015.

Let the Secretary know as soon as possible if you wish to drop from the race.

Step 3: **If you wish to provide a brief (500 words if written or 2 minute if recorded) candidate statement to the Voting Membership, you are to submit this statement via email (info@queerontario.org) by 10:00 pm on Wednesday September 9, 2015. A YouTube link is preferred if it's a video.**

Note: At this point, the Secretary will compile all the statements/links and append them to the standing list of candidates.

The Secretary is to circulate this document to the Voting Membership by end-of-day Saturday, Thursday, September 10, 2015.

End: **This document with the names of the candidates and their statements (if applicable) will represent the list of candidates up for election at the Special General Meeting on Thursday, September 17, 2015.**

Note: The only allowable amendments to this list are drops from the race.

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	<p>August 17</p> <p>Last day to issue 30-day meeting notice...</p>			<p>... Self-nominations for available Steering Committee positions can be submitted at any time after the notice has been issued...</p>		
	<p>September</p>	1	<p>2 — Due 10pm:</p> <p>Emails to Secretary expressing an interest in running for an available Steering Committee position.</p> <p>Note: Your email must the indicate the position you are running for.</p>	3	4	5
6	7	<p>8 — Last day:</p> <p>Candidates to email secretary if they wish to be dropped from the race.</p> <p>Candidates submit their written / recorded statements (optional)</p>	<p>9 — Due 10 pm:</p> <p>1. Accommodation Requests</p> <p>2. Candidates' written and/or recorded statements (optional)</p>	<p>10 — Due End of Day:</p> <p>Queer Ontario publishes list of candidates with available candidate statements</p> <p>Voting members can start reviewing candidate statements.</p> <p>Advance voters can start submitting selections.</p>	11	12
13	14	15	<p>16 -- Due 5pm:</p> <p>1. Proxy emails</p> <p>2. Advance Votes</p>	<p>17 — Meeting Day!</p> <p>Special General Meeting from 6:10-6:30 pm</p> <p>Doors open at 5:00 pm</p>		