**ALBERTA SAILING ASSOCIATION**

**GENERAL AND SPECIAL MEETING VOTING REPRESENTATIVE GUIDELINE**

**January 12, 2018**

**1. Purpose and Principles**

1. This guideline provides an explanation of how many Voting Delegates a Member Organization may send to an Alberta Sailing Association (ASA) meeting;
2. The guideline is based on Section 2.6 of the ASA Bylaws.

**2. Interpretation**

In this policy:

1. Member Organizations are identified in Section 2.6 of the ASA Bylaws:
	1. Sailing Clubs;
	2. Community Clubs;
	3. Sailing Schools.
2. A Voting Delegate may cast a vote on motions at ASA meetings.
3. Active Member is a fully paid member of the ASA.

**3. Application and Scope**

1. This Guideline applies to all Member Organizations and Voting Delegates.
2. Voting Delegates must be fully paid Active Members of the ASA.
3. Associate Members are members of a family that has at least one Active Member of the ASA. Associate Members cannot vote at meetings of the ASA.

**4. Voting Delegates**

1. Sailing Club:

|  |  |
| --- | --- |
| Number of Active Members | Number of Voting Delegates |
| 10 to 50 Members | 1 |
| 51 to 199 Members | 2 |
| 200 to 299 Members | 3 |
| Each additional 100 Members in full  | +1 Voting Delegate |

1. Community Club with a minimum of five (5) Active Members receives one (1) Voting Delegate.
2. A Sailing School will be allowed one (1) Voting Delegate.
3. Individual Members as defined in the ASA Bylaws do not have a Voting Delegate representative but may be a Voting Delegate of a Member Organization.
4. Voting Delegates must be declared to the ASA 30 days before a General and Special Meetings of the ASA.
5. Proxy Voting will not be allowed.
6. The Board may suspend the rights of a Member Organization if the Member Organization is more than 90 days in Arears on money owed to the ASA.