

**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:
 - a. Sailing Clubs;
 - b. Community Clubs;
 - c. 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

2. Community Club with a minimum of five (5) Active Members receives one (1) Voting Delegate.
3. A Sailing School will be allowed one (1) Voting Delegate.
4. 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.
5. Voting Delegates must be declared to the ASA 30 days before a General and Special Meetings of the ASA.
6. Proxy Voting will not be allowed.
7. 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.