



RESOLUTION REQUEST

5% of the co-op's membership may request in writing that the Board of Directors circulate any resolution, along with a supporting statement of no more than 1,000 words, to the membership in advance of a meeting. Such resolution must be within the authority of the members to pass, in order for the Board to circulate it.

Procedures for submitting resolutions:

- Resolutions may only be submitted by Voting Member-Owners of the Ontario Co-operative Association
- OCA Member-Owners are asked to submit resolutions **30 business days** prior to the Annual General Meeting.
- The Board of Directors reviews the resolutions; making changes as authorized.
- Resolutions are then circulated to Members in advance of the Annual General Meeting to permit their consideration.
- The Chair can also receive resolutions from the floor at the Annual General meeting, time permitting, with a two-thirds majority vote of Members.

Please submit any resolutions that you wish to be presented at the OCA AGM to **Jennifer Ross**.

Email: jross@ontario.coop

Mail: Ontario Co-operative Association **Attention:** Jennifer Ross
45 Speedvale Ave. E., Unit 2, Guelph, ON N1H 1J2

For any questions related to the submission of resolutions, please contact Jennifer at the co-ordinates above.

A suggested format/form for resolutions is attached.

**Ontario Co-operative Association
RESOLUTION**

Name of Member Organization: _____

Contact Person: _____

Contact Telephone: _____

Contact Email: _____

TITLE OF RESOLUTION:

BODY OF RESOLUTION:

[brief background/history/context]

THEREFORE, BE IT RESOLVED THAT:

[Action or activity you are requesting the OCA membership, or the board of OCA to undertake worded as a resolution]

SIGNED:

[5% of Member organizations, contact names and signatures must be listed below]