

Metropolitan Bible Church Bylaw Review Committee - April 24, 2018 Presentations Welcome,

Thank you for taking the time to look up on the church web site the slides and handouts that were provided to the congregation on April 24<sup>th.</sup> The information contained in these documents was for information purposes and was used as a base for discussion during the course of the meeting on April 24, 2018. All proposals were for discussion purposes and there have been no final recommendations on changes to the church bylaws.

We trust that this information will also now inform you of the work undertaken by the Bylaw Review committee.

Peter Peacock,

Chairman, Bylaw Review Committee

#### The Met Bylaw Review - Consultation Session

April 24, 2018 – Chapel, The Met

Thank you for attending this meeting. Our committee has progressed on several fronts in this bylaw review over the past months. <u>Most important to us is your input</u>. We know that the information we share tonight may be "information overload", so we encourage you to listen, read the summary information we are providing, and to ask questions or provide comments. Please consider reviewing the documents you are taking home with you and sending us further comments after the meeting.

#### **General Outline of the Meeting**

We want to conduct this meeting in an orderly way to allow all participants to get the most out of our time together. We will start with some background information, followed by an overview of our findings to date. We will then break for a short time of discussion over drinks and snacks. The last part of our session will be in discussion groups and then in a summary time where you can ask questions or make comments to the committee.

#### Committee's Terms of Reference

Attached to this covering note is a list of the committee's terms of reference and several tables that summarize our findings to date. The Term of Reference (**TOR**) numbers shown are the specific "action areas" assigned to the committee by the board. The list is shown below:

- 1. **TOR 5** changes to voting procedures to allow for any form of proxy voting, electronic advance or write-in voting with the goal to increase participation by members, if possible
- 2. TOR 6 changes to allow for an orderly process of addressing members proposals
- 3. TOR 7 changes to the number of members required to call special meetings
- 4. TOR 8 revising the qualifications for directors of the Property Corporation
- 5. TOR 9 review the nominating process for both Elders and Directors of the Corporations
- 6. TOR 10 changes to the bylaws that will be necessary or helpful and seek congregational input

#### **Committee Members**

The <u>members of the review committee</u> are Peter Peacock (Chair), Doug McLellan, Robert Took, Chris Shadbolt, Andrew Harwood, Ted Lennox, Elizabeth Sabbagh (Secretary), Wafa Martin, Phyllis Farley, and Ivan Milam.

Please feel free to speak to any of the committee members at any time about the review. In addition, the committee has created an email address should you want to connect with us for any reason about this review. The address is <a href="mailto:bylawreview@metbiblechurch.ca">bylawreview@metbiblechurch.ca</a>.

#### **TERMS OF REFERENCE - BYLAW REVIEW COMMITTEE**

- 1. The Bylaw Review Committee is being struck to conduct a review of the bylaws of The Met for both the Ministry and Property Corporations. The Committee is asked to report on any recommendations for approval to both Boards of Directors in September 2018 and by a Special Meeting of Members in October 2018. This Bylaw Review is appropriate at the five year mark, as the current Bylaws were approved in October 2013.
- 2. The Review Committee will not be reviewing the doctrinal statement at this time (Article 3 of the Ministry Corporation Bylaw), nor the Vision and Mission of The Met in Article 2.
- 3. The Review Committee should consider the concepts presented in Bill 65 of the Ontario Not for Profit Corporations Act (Bill 65 2010) as a reference. The Bill has been approved but has not yet been fully implemented.
- 4. The Review Committee should consider the Scriptural principles outlined in or consistent with Acts 6, Acts 15, 1 Timothy 3, Titus 1, 1 Peter 5 and other relevant Scriptures dealing with oversight and governance of the Church.
- 5. The Committee will examine changes to voting procedures to allow for any of proxy voting, electronic, advance or write-in voting discussed in Bill 65, Articles 65 and 67. The goal is to increase participation by members, if possible.
- 6. The Committee will consider changes to Article 7.2 (d) ii
  - "Any decision made by or on behalf of the Board may be revoked, amended or confirmed by a majority vote of the Members in attendance at a meeting of Members."

and replace it with a Member's Proposal concept outlined in Bill 65, Article 56 - the right of a member to submit a proposal. The purpose of this change is to provide an orderly process for members to exercise their rights to bring matters before the members meeting for consideration.

- 7. The Committee will consider revising the number of members required to call a special meeting (Article 8.4) from 25 to a percentage of the membership, such as 5% or 10%.
- 8. The Committee will consider revising the qualifications for directors of the Property Corporation to be those of a deacon in 1 Tim. 3: 8-12 rather than an elder in 1 Tim. 3:1-7. The Met position on deacons is that they may be either qualified men or women. Currently, only men may serve as Directors of the Property Corporation. Elders/Directors of the Ministry Corporation would continue to be men. The number of directors of the Property Corporation and the term length should also be reconsidered.
- 9. The Committee will review the nominating process for Elders and Directors in both bylaws to allow for a broader input from members on nominations without complicating the nomination process.
- 10. The Committee will make recommendations on other changes to the bylaws that the Committee feels is necessary or helpful, and will seek input from the members of the congregation as part of its mandate through any means the Committee deems appropriate.
- 11. The Committee will attempt to reach agreement by consensus and will submit its report to the Boards of Directors of both Corporations by September 10, 2018, and will assist in presenting the Board approved recommendations to a Special Meeting of Members in October 2018. Progress Reports will be provided to both Boards by the Chair and Secretary in January and April, 2018, and a final report in September, 2018.

#### **Term of Reference #5:** Voting procedures

| ONCA REQUIREMENT            | OPTION  | RATIONALE   |  |
|-----------------------------|---|---|--|
| Background on Voting        |   |   |  |
| "in accordance with the     | Our bylaw current wording: "Unless otherwise                        | The current bylaws reflect a position held for many years that          |  |
| bylaws"                     | required under this Constitution, a majority vote of                | member voting is based on the voting members being present at a         |  |
|                             | the voting Members present at any constitutionally                  | called meeting. For various reasons, maybe technical in nature,         |  |
|                             | called meeting of Members shall be required to                      | members have always had to be present at a called meeting to vote.      |  |
|                             | render final decisions on any matter under                          |   |  |
|                             | consideration."   |   |  |
| Under the ONCA there are    | <b>58</b> (1) Subject to the bylaws, voting at a meeting of         | Given the wide scope of corporations under ONCA, the law provides       |  |
| options on the methods of   | the members shall be by show of hands unless a                      | options as to how a corporation may conduct votes. However, unless      |  |
| voting.                     | ballot is demanded by a member entitled to vote at                  | the corporate bylaw states provisions other than being present at a     |  |
|                             | the meeting. 2010, c. 15, s. 58 (1).                                | meeting, only members present can vote. The bylaw review                |  |
|                             | <b>67</b> (1) A corporation may provide in its bylaws for           | committee supports proxy and e-voting. However, these other means       |  |
|                             | voting by mail or by telephonic or electronic means,                | of voting would be permitted under the bylaw, not required, and only    |  |
|                             | in addition to or instead of voting by proxy. 2010,                 | implemented when feasible.  |  |
|                             | c. 15, s. 67 (1).   |   |  |
| Considerations for other me | ans of Voting   |   |  |
| Any revisions to our bylaws | Other considerations: Proxy voting: number of                       | The committee has surveyed other churches and looked at the impact      |  |
| under ONCA can be of our    | proxies per person? Limits? Who can hold a proxy,                   | of other means of voting. In general the impact on the church is in the |  |
| own making as ONCA does     | member or non-member (ONCA =both)? What                             | administration of these options. While we want to increase              |  |
| not go into detail on the   | would the process be, validation, timing, proof?                    | participation on voting we do not want to decrease the potential        |  |
| "how to" of other means of  | Documentation? How does this impact quorums?                        | attendance at called meetings.  |  |
| voting.                     | E-Voting: Quorums? Security? Special rules? Plus:                   |   |  |
|                             | Absentee ballots? Changes in motions and impact on off-site voting? |   |  |
|                             | טוויסונפ עטנווון:   | <u> </u>  |  |

#### Term of Reference #6: Members' proposals

The Met's existing bylaws allow members to revoke a decision made by the Board. ONCA also lets members submit new proposals at members' meetings (Part One below) requisition the Board to call a meeting of the members for the purpose stated in the requisition (Part Two below).

#### Part One: A member may submit and discuss a proposal (ONCA Section 56)

| ONCA REQUIREMENT   | OPTION                    | RATIONALE  |
|--|---------------------------|--|
| Maximum Proposal Length  |                           |  |
| "the corporation shall include in the notice of meeting a statement in support of the proposal by the memberThe statement and the proposal     | 500 words                 | No specified length in ONCA. A maximum length that is significantly less than 1,000 words, such as 500 words, is likely too short to convey a meaningful proposal.   |
| must together not exceed the prescribed maximum number of words or characters."  | Up to 1,000<br>words      | No specified length in ONCA. 1,000 words is a reasonable length to concisely convey a meaningful proposal.   |
|  | >1,000 words              | No specified length in ONCA. Significantly greater than 1,000 words is likely unreasonably lengthy.  |
| Advance Notice to Publish Proposal   |                           |  |
| "A corporation is not required to comply if, the proposal is not submitted to the corporation at least 60 days before the date of the meeting" | At least 60 calendar days | Minimum timeframe specified in ONCA. Adequate notice is required for the Board and Members to consider the full implications of the proposal. If a proposal about a significant/timely issue is submitted, then the Board could expedite the membership meeting or resolve the issue promptly through other methods. |

#### Part Two: Members may requisition a meeting of the members

| ONCA REQUIREMENT   | OPTION                                     | RATIONALE  |  |  |
|--|--|--|--|--|
| Number of Members to Requisition a Meeting   | Number of Members to Requisition a Meeting |  |  |  |
| "The members of a corporation who hold at least 10 per cent of votes that may be cast at a meeting of the members sought to be heldmay requisition the directors to call the meeting for the purposes stated in the requisition" | 10% of<br>members                          | 10% minimum is stated in ONCA. Based on a current membership of 550, 10% would be about 55 members.  |  |  |
| "or a lower percentage that is set out in the bylaws, may requisition the directors to call the meeting for the purposes stated in the requisition"  | 5% of<br>members                           | Below the minimum stated in ONCA, but ONCA allows a lower number if specified in the bylaws. Based on a current membership of 550, 5% would be about 28 members. |  |  |

#### **Term of Reference #7**: Number of members required to call a special meeting

| ONCA REQUIREMENT   | OPTION  | RATIONALE   |
|--|---|---|
| Number of Members to call a meet   | ing   |   |
| Under the ONCA members can call a meeting of the members if at least 10 percent or a lower percentage of the members, as provided in the bylaws, request it. Section 60 (1) – (6) of the ONCA. | Consider a percentage of membership up to 10% to call a meeting. Note that, based on a current membership of 550, 5% would be about 28 members and 10% would be about 55 members. The committee is favoring 5%. | There will always be a set percentage of members required to call a meeting. The actual number changes as the membership increases or decreases and we will always be ONCA compliant if we choose a percentage up to 10%. |
| "in accordance with the bylaws"  | 25 members is the number of members stated in our current bylaws. This currently complies with ONCA.  | Exact number now specified in existing Met bylaws. However, it is an absolute number that has not changed in years. As the membership grows it will represent a smaller percentage of the members.                        |
| Meeting Notification Timing  |   |   |
| "in accordance with the bylaws"  | 3 Sundays' notice, or 22 days' notice, if the meeting is on a Sunday  | Timeframe specified in existing Met bylaws  |
| "but not less than 10 days and not<br>more than 50 days before the   | 10 days   | Minimum timeframe that ONCA allows. Very short notice that is likely not considered adequate by Met members.  |
| meeting"   | 50 days   | Maximum timeframe that ONCA allows. More than double the timeframe currently specified in Met bylaws. Likely on the long side for practicality (7 weeks' notice)  |
|  | Somewhere else in between 10-50 days  | Other preferred timeframe that satisfies ONCA   |
| Meeting Notification Methodology   |   |   |
| No ONCA requirement and not  | Email notification  | Met is set up for this already and is most economical   |
| specified in existing MET bylaws   | Mailed notice - Canada Post   | Significant cost  |
|  | Posted notice - Met bulletin and bulletin board   | May be missed by some   |
|  | All three of the above, with mailing only for those without email address on record   | Reasonable and cost effective   |

#### <u>Term of Reference #8:</u> Qualifications for directors of the Property Corporation

| ONCA REQUIREMENT  | OPTION  | RATIONALE   |
|---|---|---|
| <b>Qualifications of Directors of Prope</b>   | rty Corporation   |   |
| In accordance with the bylaws   | Keep existing qualifications  | Property Corporation directors have the same qualifications as Ministry Corporation directors and elders per 3 Timothy1-12.   |
|   | Change qualifications to meet<br>the specifically relevant<br>requirements for Deacons as<br>identified in 3 Timothy 8-12               | Property Corporation directors do not undertake ministry or eldership roles. Directors do undertake roles similar to Deacons. The Met has a complementarian position with respect to the qualifications for Deacons.  |
|   | Specify in the qualifications experience directly relevant to property investment, management, development and operations is desirable. | The day-to-day activities of the Property Board benefits from having directors with professional qualifications and/or equivalent experience in institutional / commercial property ownership, management and operations; financial planning; building planning, development and operations; risk management and legal affairs. |
| Number of Directors   |   |   |
| 22 (1) A corporation must have at least three directors. 2010, c. 15, s. 22 (1).  | Keep existing number of 3 elected directors plus the Secretary and the Treasurer of the Ministry Corporation.                           | Straight-forward, day-to-day operations are readily occurring in concert with the operations of the Ministry Corporation.   |
|   | Increase number of elected directors to 5 and do not share the Secretary and Treasurer positions with the Ministry Corporation.         | There is no essential need for the positions to be shared between the Property and Ministry corporations. An opportunity for additional property expertise might occur on the board.  |
| Term of Directors   |   |   |
| 24 (1)the members shall, by ordinary resolution, elect directors to hold office for a term expiring not later than the close of the fourth annual meeting of the members after the election, as provided in the bylaws. 2010, c. 15, s. 24 (1). | Maintain existing terms of 1 year for directors.  | This does not ensure continuity of historical knowledge, operational experience and investment strategies within the Property Board Corporation.  |
|   | Increase term to 3 years similar to Ministry Board directors.   | Improve long term stability of the Property Corporation consistent with its increase in responsibilities for stewardship of assets of approximately \$16 million upon which The Met depends for its own long term growth and stability.   |

#### <u>Term of Reference #9:</u> Nomination process

| ONCA REQUIREMENT  | OPTION   | RATIONALE  |
|---|--|--|
| Background on Nominating Process  |  |  |
| Under the ONCA does not specify how a corporation nominates a director or elder, but it does put parameters around the number and who can be an elder or director. See option section.  ONCA is specific however in how an Elder or Director is voted to office:  24 (1) At the first meeting of the members and at each succeeding annual meeting at which an election of directors is required, the members shall, by ordinary resolution, elect directors to hold office for a term expiring not later than the close of the fourth annual meeting of the members after the election, as provided in the bylaws. 2010, c. 15, s. 24 (1). | ONCA limiting options: <b>22</b> (1) A corporation must have at least three directors. <b>23</b> (1) The following persons are disqualified from being a director of a corporation: 1. A person who is not an individual. 2. A person who is under 18 years old. 3. A person who has been found under the <i>Substitute Decisions Act, 1992</i> or under the <i>Mental Health Act</i> to be incapable of managing property. 4. A person who has been found to be incapable by any court in Canada or elsewhere. 5. A person who has the status of bankrupt (1). (2) A director of a corporation is not required to be a member of the corporation unless the bylaws provide otherwise. | In summary, ONCA gives direction that the corporation must have at least three Elders or Directors and then provides specific disqualification criteria.   |
| Our church bylaws do have specifics on our nomination process.  | Currently our bylaws require that a nominating committee be struck by the board, then consider possible candidates, post the names of those who agree to be nominated and consider in the last three weeks prior to the annual meeting other names submitted by members.   | The current bylaws reflect a process that has been longstanding and is not in conflict with ONCA. The five person nominating committee is composed of three members who are not currently on the church board nor will be nominated for the board, a board director and the lead pastor. |
| Considerations for changes to the nominating p  | process  |  |
| Any revisions to our bylaws, apart from the ONCA direction above, can be of our own making because ONCA does not go into detail on the "how to" of nominations.   |  |  |



### Congregational Meeting - April 24, 2018

- ▶ Welcome
- ► Purpose of meeting
  - ▶ To inform you of the committee's work to date
  - ► To get your input on potential changes

### Meeting overview

- Overview of meeting
  - ▶ Present background information on the bylaw review
  - ▶ Present the committee's terms of reference and our work so far
  - ► Enjoy coffee and dessert together
  - ▶ Discuss proposed changes to bylaws in a small-group setting
  - ▶ Discuss proposed changes to bylaws with the whole group
- ► Handout Information package

### Mandate and timeline of the bylaw review committee

#### ▶ Mandate

- ► To propose updates to bylaws for the Ministry and Property Corporations to the Board
- ► To work within the Board's terms of reference for the committee

### **▶** Timeline

- ► Review began in September 2017
- ► Committee preparing for the membership to vote on bylaw changes in October 2018

### Ontario Not-For-Profit Corporations Act (ONCA)

- ► Status of Act
  - ► Received Royal Assent in 2010
  - ▶ Likely to come into force in 2020
  - ► Not-for-profit corporations to have three years to comply
- ► Law is benefits non-profits
  - ► Helpful to comply now

### Members of the 2017-18 review committee

- ▶ Peter Peacock committee chair
- Phyllis Farley
- Andrew Harwood
- ► Ted Lennox
- Wafa Martin
- Doug McLellan
- ► Ivan Milam
- ► Chris Shadbolt
- ► Elizabeth Sabbagh secretary
- Robert Tooke



### The Met: One congregation, two corporations

#### Ministry Corporation

- ► Guides ministry at The Met
- Regulated by the Metropolitan
   Bible Church Ministry
   Corporation Bylaw No. 1
- Directed by the Ministry Corporation Board, or the board of elders

#### **Property Corporation**

- Owns assets at The Met
- Regulated by the Metropolitan
   Bible Church Property
   Corporation Bylaw No. 1
- Directed by the Property Corporation Board



### Current status and next steps

#### ► Current status

- ► Finished researching ONCA requirements related to terms of reference
- Currently consulting with congregation on bylaws requiring updates
- ► Collecting a list of questions to ask legal counsel

### ► Next steps

- ▶ Use input to revise draft proposals and create more proposals
- ► Consult with legal counsel
- ▶ Present draft proposals to the Board in June
- ▶ Post finalized proposals on The Met's website in August

### Terms of reference

- ► Board gave committee 11 terms of reference
  - ▶ 1, 2, 3, 4, and 11 provide guidance
  - ▶ 5, 6, 7, 8, 9 and 10 request proposed changes

► Handout lists complete terms of reference

## Term of Reference #5: Voting at meetings

- ▶ Desired outcome
  - ▶ To have more members participate in decision making
  - ► To finish necessary business
  - ► To conform to ONCA
- Current bylaws
  - ▶ Only members present in a meeting can vote

# Term of Reference #5: Voting at meetings

- ► Issue to address
  - ▶ Difficult for some members to attend meetings to vote

# Term of Reference #5: Voting at meetings

- ► Input from ONCA
  - ► Covers topic in Sections 63-67 of ONCA
  - ► Encourages proxy voting
  - ▶ Allows for voting by mail or by telephonic or electronic means
- ► For decision
  - ► Committee considering proxy voting, absentee ballots and electronic voting
  - ► Committee needs to determine the following:
    - ▶ how many members one proxyholder can represent
    - ▶ if proxyholder must be a member
    - ▶ details for proxy voting, absentee ballots and e-voting

## Term of Reference #6: Members' Proposals

- ▶ Desired outcome
  - ► To provide an orderly process for members to exercise their rights to bring matters before the members' meeting for consideration
- ► Current bylaws None
  - ▶ No provision for members' proposals
  - ► A provision to revoke, amend or confirm Board decisions

# Term of Reference #6: Members' Proposals

- ► Issue to address
  - No prescribed way to make a proposal, which could encourage unhealthy ways to make proposals

## Term of Reference #6: Members' Proposals

- ► Input from ONCA
  - ► Covers topic in Section 56
  - ▶ Requires allowing members to make a proposal
  - ▶ Provides rules for making proposals
- ► For decision
  - ► Specific procedures for making proposals
- ▶ Note that further legal consultation is required.

# Term of Reference #7: Requisitioning the Board to call a meeting

- ▶ Desired outcome
  - ► To decide on an appropriate number of members needed to requisition the Board to call a meeting of members
- ► Current bylaws
  - ▶ Provide for members to requisition the Board to call a meeting
  - ▶ Set the minimum number of members at 25 members

# Term of Reference #7: Requisitioning the Board to call a meeting

- ► Issues to address
  - ► Minimum threshold currently set as a firm number, not a percentage of membership
  - ▶ Doesn't account for growth of membership

# Term of Reference #7: Requisitioning the Board to call a meeting

### ► Input from ONCA

- ► Requires allowing members to requisition the Board to call a meeting of members
- ➤ Sets highest allowable minimum threshold at 10% of membership
- ► Allows for lower minimum threshold if stipulated in bylaws
- Stipulates procedural aspects of requisitioning the Board to call meetings

### ► For decision

► Committee proposes setting the minimum threshold at 5% of membership

### Term of Reference #8: Property Corporation Directors - Qualifications, Number, Term

### ▶ Desired outcome

► To establish preferred qualifications, number and term of Directors suited to corporation responsibilities, submitting to related guidance in the Bible and the MET's position.

### Current bylaws

- ▶ Qualifications: same as MET Ministry Corp. Director/Elder
- ▶ Number of elected directors: three (3)
- ► Treasurer and Secretary assigned from Ministry Corporation
- ▶ Term for directors: one (1) year, eligible for re-election

### Term of Reference #8: Property Corporation Directors - Qualifications, Number, Term

- ► Issues to address
  - ► Biblical standard for qualifications of elder/directors includes ministry and teaching roles
    - ► Not part of Property Corporation operations
  - ► Property Corporation directors' roles and responsibilities align with those of Deacons
    - ► Could follow the biblical standard for Deacons
  - ▶ Beneficial for directors to have property investment, management, operations and development expertise
  - ► Frequent turnover of directors

### Term of Reference #8: Property Corporation Directors - Qualifications, Number, Term

### ► Input from ONCA

- ▶ Directors must meet minimum qualifications
- ▶ Directors do not need to be members, unless bylaws stipulate otherwise
- ► Corporations require at least three directors
- ► Terms of one to three years are appropriate

### ► For decision

- ► To align qualifications with those of either a Deacon or of a Ministry Corp. Director/Elder
- ▶ Term considering expanding to three (3) years for stability
- ► Number considering maintaining existing number as it is efficient

- ▶ Desired outcome
  - ► To have broader input from members on nominations without complicating the nomination process
  - ▶ To find more nominees for positions of directors

- Current bylaws
  - 1. Board selects nominating committee in October
  - 2. Committee identifies and considers candidates, using criteria specified in bylaws
  - 3. Committee prepares a list of qualified nominees
  - 4. Committee posts list of nominees in church for at least three Sundays before annual meeting
  - 5. In last three weeks, others may suggest nominees to committee. Committee vets nominees, and posts names of any who qualify

- ► Issues to address
  - ► Bylaws allow two weeks for members to nominate candidates
  - ► Bylaws allow committee as little as one week to vet candidates suggested by members
  - ► Currently hard to find nominees
  - ▶ Perception exists of lack of transparency in the process

- ► Input from ONCA
  - ► Stipulates basic qualifications of directors
  - ▶ Offers no guidance on nomination process
- ► For decision
  - ▶ What we want to nomination process to be

- ▶ Desired outcome
  - ► To conform with ONCA
  - ▶ To ensure members have a voice
  - ► To conduct business efficiently

- ► Current bylaws
  - ► Ministry Corp requires quorum in two kinds of member meetings:
    - ▶to call or terminate lead pastor or executive pastor
    - ▶ to amend the constitution
  - ► Ministry Corp sets quorum at 35% of membership
  - ▶ Property Corp never requires quorum for member meetings
  - ► At Board meetings, Ministry Corp must have quorum of majority of Directors, but no written requirement for Property Corp

- ► Issues to address
  - ► Business can take place without any specified level of representation of membership
  - ► Property Corp has no section on quorum requirements for Board meetings

- ► Input from ONCA
  - ► Requires quorum at all business meetings
  - ► Sets quorum at a majority of members, unless otherwise specified in bylaws
- ► For decision
  - ▶ What percentage to set as quorum for members' meetings
  - ► Consider effect of proxy voting on quorum

# Break for dessert and coffee

### Group discussion

### Contact the committee

The committee wants to hear from you:

- ► Offer ideas
- ► Talk to any committee member
- ► Send us an email at <a href="mailto:bylawreview@metbiblechurch.ca">bylawreview@metbiblechurch.ca</a>



#### Term of Reference #10: Other - Quorum

| ONCA REQUIREMENT   | OPTION  | RATIONALE  |
|--|---|--|
| Quorum for Member Business Meet  | tings – ONCA 57   |  |
| "in accordance with the bylaws"  (1) "Unless the bylaws provide otherwise, the quorum is the majority of members entitled to vote at the meeting, whether present in person or by proxy"   | 50% plus 1 of eligible<br>members or another agreed<br>upon percentage                              | Currently with approximately 530 members, this would require 266 attendees for quorum. The history of AGM and Budget meetings over the past 3 years shows a high of 43% and low of 29% attendance.   |
| Met Bylaws do not mention a requirement for a quorum for member business meetings except for hiring and terminating Senior Pastors – Sec. 7.6, and amending the constitution – Article 10. The quorum required is 35% of eligible members. | Agree on a reasonable percentage for a quorum. Suggest a quorum percentage of 20%, 25%, 30% or 35%. | Other similar sized churches quorum percentage range from 10% to 20%.  To ensure a quorum is present at member business meetings a quorum should be set to ensure the business can by conducted without postponing the meeting because a quorum was not present in person or by proxy. |
| Quorum for Board Meetings – ONCA   | \ 34  |  |
| (2) "Subject to the article or bylaws, a majority of the number of directors or of the minimum number of directors required by the articles constitutes a quorum at any mosting of the directors."   | A quorum required is a majority of directors.   | The Met bylaws and ONCA are in agreement on this quorum requirement.  A survey of similar sized churches has the same quorum requirement as the Met and ONCA.  |
| any meeting of the directors."  Met Bylaws Sec. 7.2(d)(i) – a quorum of the Board shall consist of a majority of the directors.  | Keep the current Bylaws Sec. 7.2 (d)(i) as is.  New quorum requirement for the Property Corporation | The number of directors is 9; therefore, a majority is 5 to meet the quorum.   |