

WOODLOT PRODUCT DEVELOPMENT COUNCIL

GUIDELINES FOR RESOLUTION SESSION AT ANNUAL GENERAL MEETINGS

Preamble

Part 3 of the operating procedures of the Woodlot Product Development Council (WPDC) allow two opportunities at the Annual General Meeting (AGM) for members to voice their opinion. The Council Board will have a question period and will provide an opportunity for members to voice concerns, make suggestions and recommendations. It also says that members may provide guidance to the Council's Board in the form of motions, reports or recommendations. A resolution session will allow the board to accept advisory resolutions from the members as an additional format of obtaining input from the members. A resolution session allows for a public conversation among members while using a democratic process.

Discussion

The WPDC uses various means to obtain their members opinions and recommendations in order to fulfill their mandate. A resolution session, that is of an advisory nature, will allow members to bring forward recommendations for the Council Board to consider.

An advisory resolution will allow the Council Board to consider the recommendation without the requirement of having a general vote by the members. As all woodlot licensees are members of the WPDC, a vote would have to meet a quorum of 5% of the total membership. As implied by its title, an advisory resolution is not binding on the Council Board. It simply advises them of specific interests/recommendations of their members.

Process

- The resolution session will be chaired by a current member of the board.
- Resolutions will be accepted, in a prescribed manner and according to a timeline established by the Council Board, in a notice to members prior to the AGM.
- Resolutions must be submitted in the prescribed format. Each resolution must have a mover and a seconder. At least one of those two people must be present to speak to the resolution.
- Resolutions will be collected by the Council Board. The Council Board will appoint a person to take minutes of the resolutions session.
- The minutes will be summarized and presented to the Council Board at the next regular meeting. The notes will also be distributed to all members of the WPDC.
- The Council Board will consider all resolutions with respect to the WPDC mandate. The resolution will then be categorized as either 'further study and review', 'not within WPDC mandate' or 'not being considered at this time'. A record of the resolutions and their status will be made within the meeting minutes. This record will also be distributed to all WPDC members.