

Ashworth Square Co-operative

PARTICIPATION BY-LAW 10

Statement of Principle

If each of us gave a small amount of our time, a core group of members would not have to give so much of their time to keep Ashworth Square running smoothly, thus keeping our home an affordable, clean, safe place to live.

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PARTICIPATION BY-LAW 10

ARTICLE I – PURPOSE OF BY-LAW

1. A housing co-operative is collectively owned and controlled by its members. The right of members to determine how the co-op will be run brings with it the responsibility to participate actively in the co-op. Participation involves taking part in decision making at meetings of members and assisting with the management, operation and ongoing development of the co-op community.
2. This by-law sets out the participation responsibilities of each member. It is designed to ensure that the responsibility for governing, managing and operating the co-op is shared fairly among the members and that sufficient volunteer resources are available to meet the requirements of the co-op.

ARTICLE II – PARTICIPATION REQUIRED

1. Attendance at Meetings of Members

Each member is required to attend all general meetings of members unless prevented by illness, emergency, work schedule or other reasonable circumstances.

2. Assisting in the Activities of the Co-op

In addition to attending members' meetings, each member must assist in the activities of the co-op by serving on the board or on a committee and/or by assisting on a regular basis in other areas of the co-op's operation. While participation is compulsory, as far as possible the actual areas of assistance will be voluntary, based on members' preferences and abilities.

3. Exemption for Participation

Upon application to the Member Involvement Committee a member may be exempted either temporarily or indefinitely from the requirement to assist in the activities of the co-op described in ARTICLE II, 2. Grounds for exemption may include ill health, infirmity, or other reasons which the Member Involvement Committee considers acceptable.

4. Participation by Each Member

The participation requirements referred to in this by-law apply to each member, whether a member lives in a unit alone or with other members.

ARTICLE III – MONITORING AND EVALUATING PARTICIPATION

1. Member Involvement Procedures

The Member Involvement Committee will establish procedures (Member Involvement Procedures) for monitoring and evaluating the co-op's participation requirements, the current participation of members and the co-op's program for facilitating member participation.

2. Member Involvement Survey

The Member Involvement Procedures will provide for an annual survey of members in which members are asked to report on ways to which they have participated during the past year and ways in which they would be interested in participating in the coming year.

Members must provide the co-op with the information requested concerning participation in any such survey.

All Committees will be required to provide a monthly list of all Active Committee Members.

3. Member Involvement Committee

The Member Involvement Committee will be responsible for monitoring and evaluating participation by members and following up with individual members, as necessary, concerning their participation.

ARTICLE IV – REQUIREMENT FOR IMPROVED PARTICIPATION

1. Referral to the Board

If, following efforts to work with a member to improve his or her participation, the Member Involvement Committee feels that the member's participation continues to be unsatisfactory, the committee will refer the matter to the board.

2. **Board Hearing**

If, based on a report from the Member Involvement Committee, the board considers that a member's participation is unsatisfactory the board may require the member to appear at a board meeting to discuss the matter. The member will be given ten (10) days written notice of any such meeting and the opportunity to appear and make representations at the meeting.

At the meeting, the board may establish criteria for improved participation by the member and may require the member to enter into a Performance Agreement for improved participation, in accordance with the Participation By-law. The Performance Agreement may establish specific requirements for participation and may provide for the member to submit written reports on his or her participation for a specified period and at specified intervals.

If a member fails to enter into a Performance Agreement when requested by The board or if in the board's opinion, a member has breached the terms of a Performance Agreement respecting increased participation, the board may initiate proceedings to terminate the members' occupancy rights in accordance with the Occupancy By-law, By-law 4, Article 9.

PASSED by the Board of Directors of the co-operative at its meeting held on the 25th day of October, 2006.

CONFIRMED by at least two-thirds of the votes cast at a General Members Meeting of the co-operative held on the 20th day of November, 2006.

Approved by the Policy Review Ad Hoc Committee October 2, 2006

Approved by the Board of Directors October 25, 2006

Approved at the Annual General Meeting November 20, 2006