



SARCEE MEADOWS HOUSING CO-OPERATIVE LTD.

Operations Policy

Subject: Member in Good Standing
Original Approval Date: June 2006
Approved By: The Board of Directors
Date of Amendment or Replacement: January 2008, January 2011, November 2018, June 2023

DEFINITION: Member in good standing Bylaw 2.16 states:

“Member In Good Standing” means meeting all financial and member obligations as described in SMHC’s policies, bylaws, or any agreements between SMHC and a member.

Failure to adhere to any SMHC policies, bylaws, or agreements between SMHC and a member, causes the member to become a “member not in good standing.”

One member’s meeting a year refers to the calendar year January to December.

Member’s that do not attend the required one (1) meeting per calendar year, as per SMHC Bylaw 3.8[b], will also be subject to a written warning for the first year; a second year of missed meetings will result in a \$250 fine and their membership at SMHC at risk of being terminated by the Board of Directors.

A member not in good standing:

- Cannot run for the Board of Directors
- Cannot sit on the elections committee
- Cannot sit on the grievance and resolution committee
- Cannot vote at a members’ meeting
- Cannot obtain special privileges ^[1] such as:
 - transfer of shares,
 - intra-family move,
 - approval of leasing,
 - internal move,
 - name addition, and/or
 - access the time payment plan.
 - housing charge assistance
- May have their membership terminated by the Board of Directors.

1. NOTE: If a member is granted a special privilege and then becomes a member not in good standing, the member must wait to be reinstated as a member in good standing before the privilege is granted. An example of this could be that a member in good standing has been approved for an internal move, is waiting for a unit to become available, and then becomes a member not in good standing. The member will not be offered a unit until reinstatement as a member in good standing takes place.

How a member becomes “**member not in good standing**”:

A member becomes a “member not in good standing by failing to comply with one or more of the following:

- Failure to meet all member obligations under section 3.8 of the bylaws including:
- Failure to attend at least one member’s meeting a year. Bylaw 3.8[b]
- Failure to comply with all SMHC procedures, policies, and bylaws. Bylaw 3.8[c]
- Failure to pay any monies owed to the co-operative such as but not limited to housing charges, time payment plan payments, payments for goods and/or services. Bylaw 3.8[f]
- Failure to maintain a fully paid-up share account. Bylaw 3.8[g]
- Failure to maintain the housing unit as described in SMHC’s maintenance procedures, policies, and bylaws. Bylaw 3.8[h] and
- Failing to accurately report household income. Housing Charge Assistance Procedures

How a member is reinstated as a “**member in good standing**”:

A member is reinstated as a “member in good standing” by complying with one or all of the following:

- By adhering to all member obligations under section 3.8 of the bylaws including:
- By attending a members’ meeting. The board will notify those members who are not in good standing due to failure to attend at least one member’s meeting a year, by letter each year. Once a member has attended a members’ meeting, the member’s name is then put forward for reinstatement, by a resolution of the Board of Directors, at the next board meeting. The member is then notified of the outcome by letter. Members’ attending their reinstatement meeting are not eligible for a voting flag or any voting ballot but are eligible for a door prize form.
- By adhering to the policy, procedure, and/or bylaw that has been breached.
- By paying any monies owed to the co-op.
- By bringing the unit to “acceptable standards” as described in the maintenance policy and procedures and by passing all subsequent inspections and
- By accurately reporting household income.

EXEMPTIONS:

- The board may grant exemptions to the meeting attendance obligation on such grounds as work commitments, age and/or chronic health issues, written verification may be required.
- A written request must be submitted to the board for their approval. Ideally this request will be prior to the beginning of each calendar year for exemptions to apply to the following year (e.g.: a written request must be submitted to the December board meeting, at the latest, for exemption approval for the following year).
- Permanent exemptions may be granted at the boards’ discretion (e.g.: age and or chronic health issues).