



## SARCEE MEADOWS HOUSING CO-OPERATIVE LTD.

### Procedures

**Subject:** **New Member Education Procedures**  
**Original Date of Approval:** October 23, 2002 (effective Dec. 2002)  
**Approved By:** Board of Directors  
**Date of Amendment or Replacement:** September 2005, March 2019, June 2021, March 2022

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Within the first year of residency, the new member shall:

- Attend an education workshop with members of the Education and Involvement Committee which will normally take place at B50. Only two invitations will be sent. If the member fails to attend the workshop, they are required to attend a board meeting to discuss the reasons they have not attended.
- Discussion items will include, but are not limited to:
  - A brief overview of the SMHC structure
  - Member's responsibility
  - Volunteer involvement
  - SMHC Member Handbook
  - Website
  - Questions
- When the member has completed the above requirement, the Education and Involvement Committee will inform the Property Services Coordinator that the member(s) has completed their new member education requirements.
- Failure to comply with this policy may result in termination of membership and occupancy rights of those who do not fulfill this requirement