

# Transition Sooke DRAFT Notes Steering Committee Meeting Dec 12, 2021

## 1. Transition Sooke By-Law Revision

The following changes were made to the proposed bylaws for Transition Sooke:

Item 3.1	<p>Replace with:            An individuals who wished to become a Transition Sooke member will:</p> <ul style="list-style-type: none"> <li>• Attend 2 consecutive monthly meetings</li> <li>• Then be invited to join and be</li> <li>• Placed on the Active Members list,</li> </ul>
Item 7.1	Replace "3" with "5"
Item 8.1	Replace Secretary" with "Meeting facilitator"
Item 10.4-10.6	Cut these clauses. The Consensus Decision Making Policy will contain these details.
Item 11.1 a	Remove
Item 13.3	Replace "within the timelines set out in the Societies Act" with "30 days prior to the General Meeting."
Item 17.2	<p>At end of first sentence insert "including important financial decisions".            In second sentence insert after "administrative," recurring decisions or those that"            Whole clause to read:</p> <p>"The Steering Committee will bring to a Regular Meeting any decisions that it judges to be strategically important to the Society, including important financial decisions. Decisions that are operational, administrative, recurring or those that serve a larger already agreed-upon purpose do not require the input of Regular meetings, unless otherwise stated by a Transition Sooke policy."</p>
Item 17.3	<p>Cut at "they have considered" in second sentence.            Whole clause to read:</p> <p>"The Steering Committee has a duty to report to the membership. They shall report to Regular Meetings on the matters they have considered."</p>
Item 18.2	Replace "coordinating" with "oversight"
21.a i	Replace with "The holders of Office in Transition Sooke are selected from Directors at the 1 <sup>st</sup> Steering Committee meeting after the AGM.
23.d	cut
23.g	Replace "4" with "3"

### **Action Items:**

- **Alan will create a new copy of the by-laws.**
- **Alan to create preamble containing material from Hester's bylaw review document.**
- **Alan, Lily, and Susan will form a policy working group to ensure the membership, consensus financial and other policies and bylaws are aligned.**
  - **Documents to be sent to Steering Committee for approval, then circulated to active members 90 days prior to a late March AGM in 2022**

### **2. Monthly Meeting Notes**

After wide-ranging discussion, (It think) it was agreed that:

- Notes of all kinds (monthly meeting, watchdog, etc) should be brief, factual and contain only reporting and analysis of issues, without personalized commentary.
- The meeting's Notetaker will forward Draft Notes to the meeting's Facilitator, who will check for facts, bias and personal commentary. Once assured the notes are free of such, the Facilitator will send the notes to the Active member's list, and cause them to be published on the website.
- Watchdog reports will be received by the Steering Committee. Specific issues contained in the watchdog reports will be shared with the membership. Members wishing to receive watchdog reports can ask for them to be sent.

### **3. SMBI**

It is apparent that SMBI doesn't really fit the criteria for a Transition Sooke working group, and does not follow the working group rules; financial rules around receipting expenditures is one area of particular concern. Lily indicated that she will clarify the rules with them, and let them know that if they can't follow the rules, they will need to explore becoming their own society.

### **4. Meeting adjourned 9:16**