

2020

60 Day Package



VANCOUVER ABORIGINAL
CHILD & FAMILY SERVICES SOCIETY

2020 VACFSS ANNUAL GENERAL MEETING



THURSDAY

September 24th, 2020

5:30 PM - 7:00 PM

VIA ZOOM

Join Zoom Meeting:
<https://tinyurl.com/AGMVACFSS>

Meeting ID: 951 3206 6918

Password: 937012

Dial by your location:

+1 253 215 8782 US (Tacoma)

+1 778 907 2071 (Canada)

Find your local number:

<https://tinyurl.com/LCNUMBERS>

- Must be a member to attend
- Discuss 2019 goals and achievements
- Review and approve audited financial statements
- Presentation by board nominees
- Presentation by VACFSS Youth Advisory Committee

RSVP to: Lillian_Antelope@vacfss.com





VANCOUVER ABORIGINAL CHILD & FAMILY SERVICES SOCIETY

Our Children, Our Future, Our Responsibility

July 24th, 2020

CALL FOR NOMINATIONS FOR BOARD OF DIRECTORS ANNOUNCEMENT OF THE 2020 ANNUAL GENERAL MEETING 60 DAY NOTICE

The 2020 Annual General Meeting will take place:

Thursday September 24, 2020

5:30 PM – 7:00 PM

Via Zoom

RECRUITING NEW MEMBERS

We invite you to help us grow the VACFSS membership. Help us recruit new members and share the membership application with individuals who would be eligible for an associate or voting membership as per section 2.3 and 2.4 of the bylaws. The bylaws are available to view online at: <http://www.vacfss.com/join-us/membership/>

NOMINATIONS FOR BOARD OF DIRECTORS

We wish to take this opportunity to thank you for your membership over the past year, and to invite you to renew your membership prior to **September 8th, 2020**, as per Section 4.5 of the VACFSS bylaws. At this time we are inviting the VACFSS membership to participate in the nomination process to fill THREE (3) vacancies on the Board of Directors.

ELIGIBLE NOMINEES

Nominees for the Board of Directors must comply with the qualification criteria specified in Section 7.2 of the VACFSS bylaws.

NOMINATION PROCESS

If you wish to nominate an individual, they must be a member in good standing prior to the close of nominations. Please have the individual sign the nomination form, the letter of consent to a criminal record check, attach a current resume and the names and contact information of three references. When complete, mail or deliver the application to the VACFSS Head Office at: 745 Clark Drive, Vancouver, BC, V5L 3J3. **Applications must be received no later than 4:30pm on Friday August 14th, 2020.** The Nominations Committee, according to Section 13.2 of the VACFSS bylaws, will interview nominees on **Tuesday August 25th, 2020**. The membership will receive notice 14 days prior to the Annual General Meeting with the names of the official candidates.

FURTHER INFORMATION

Any questions regarding this process may be addressed to:

LILLIAN ANTELOPE

Vancouver Aboriginal Child & Family Services Society

745 Clark Drive, Vancouver, BC V5L 3J3

Lillian_Antelope@vacfss.com

Encl. Poster

Renewal and Membership application form (2 copies)

Nominations Form

Consent Form



VACFSS MEMBERSHIP & RENEWAL FORM

☐ New Membership (*due at least 30 days prior to the next Annual General Meeting at 4:30PM*)
as per section 2.6 of the VACFSS Bylaws

☐ Renewal (*due at least 14 days prior to the next Annual General Meeting at 4:30PM*)
as per section 3.4 of the VACFSS Bylaws

Name: _____

Address: _____

City: _____

Telephone: _____

Fax: _____

Email: _____

Age Range: ☐ 19-30 ☐ 31-45 ☐ 46-59 ☐ 60+

☐ Voting Member

2.3 Eligibility for Voting Membership

A Person may be eligible to be accepted as a Voting Member if he or she:

- a. *is nineteen (19) years of age or older;*
- b. *is Aboriginal;*
- c. *is not a client of the Society, nor a parent, foster parent or anyone in loco parentis to a client of the Society;*
- d. *if a former client, parent, foster parent or anyone in loco parentis to a client of the Society, has ceased to be so for at least two (2) years prior to making his or her application for membership;*
- e. *is not involved in any proceeding pursuant to the Child, Family and Community Services Act of British Columbia;*
- f. *is not an employee of the Society nor a Spouse or member of the Immediate Family of an employee of the Society;*
- g. *if a former employee of the Society, has ceased employment with the Society at least two (2) years prior to making his or her application for membership;*
- h. *is not a director, officer or employee of any agency, association, club, society or organization with which the Society contracts; and*
- i. *is interested in advancing the purposes and supporting the activities of the Society.*

☐ Associate Member - non voting

2.4 Eligibility for Associate Membership

A Person may be eligible to be accepted as an Associate Member if he or she:

- a. *is nineteen (19) years of age or older;*
- b. *is not a client of the Society, nor a parent, foster parent or anyone in loco parentis to a client of the Society;*
- c. *if a former client, parent, foster parent or anyone in loco parentis to a client of the Society, has ceased to be so for at least two (2) years prior to making his or her application for membership;*
- d. *is not be involved in any proceeding pursuant to the Child, Family and Community Services Act of British Columbia;*
- e. *is not an employee of the Society nor a Spouse or member of the Immediate Family of an employee of the Society;*
- f. *if a former employee of the Society, has ceased employment with the Society at least two (2) years prior to making his or her application for membership;*
- g. *not be a director, officer or employee of any agency, association, club, society or organization with which the Society contracts; and*
- h. *is interested in advancing the purposes and supporting the activities of the Society.*

In case of any ambiguity or doubt as to whether an applicant for voting membership is eligible, such ambiguity or doubt will be resolved by the Directors and their decision will be final and binding.

(Continued on next page)



VACFSS MEMBERSHIP APPLICATION (continued)

Please tell us why you want to become a Member of VACFSS, and how you believe you can contribute to the Society:

I confirm that:

1. This application is complete in all respects.
2. I will comply with the Society Act, the Constitution and Bylaws of VACFSS, any rules and policies made by VACFSS, and any rules of order governing the conduct of General Meetings of VACFSS.
3. I have read the eligibility and exclusion criteria in section 2.3 (a-i) and 2.4(a-h) and confirm that my application is complete to the best of my knowledge.
- 4. I have enclosed the Annual Membership Dues of \$5.00**

Signature: _____ Date: _____

Office Use Only	<input type="checkbox"/> Date Received:	_____
	<input type="checkbox"/> Date Reviewed:	_____
	<input type="checkbox"/> Date Approved/Declined:	_____
	Signature of Director/Membership Committee Member: _____	
	Signature of Director/Membership Committee Member: _____	



2020 CONSENT TO BE NOMINATED

I, _____
have been nominated to the Vancouver Aboriginal Child and Family Services Society (VACFSS) Board of Directors and confirm consent to a criminal record check to confirm my eligibility as a Director as per part 7.2 of the VACFSS Bylaws – Qualification for Director, as outlined on the nominations form.

Once my nomination has been confirmed to stand, I understand I will be contacted for an interview and that VACFSS will contact the individuals I have identified as my references on my nomination form. I have read and agree with the Nomination process described in Part 13 of the VACFSS Bylaws.

VACFSS BYLAW 13 – Nominating Committee

13.1 Requirement to Establish a Nominating Committee

The Board will annually establish a Nominating Committee the purpose of which is to facilitate the nomination of candidates to stand for election as Directors. The Nominating Committee must include at least one Voting Member and at least one Director whose term is not expiring at the next following annual general meeting.

13.2 Duties of Nominating Committee

The Nominating Committee must:

- (a) solicit and receive nominations from Voting Members;
- (b) review all information submitted by nominees and ensure it is truthful and complete;
- (c) interview all nominees;
- (d) rank the nominees based on skills, experience, education, employment history, and ability to contribute as Directors, and report this to the Directors immediately subsequent to the date upon which nominations close; and
- (e) ensure that the number of nominees equals or exceeds the number of anticipated vacancies.

The Nominating Committee may refuse to bring forward a nomination.

13.3 Timeline for Nominations

The Nominating Committee must:

- (a) set a date for the close of nominations for the election of Directors each year, which date must be at least forty (40) days before the annual general meeting; and
- (b) at least sixty (60) days before the annual general meeting, give notice to all Voting Members of the date for the close of nominations.

13.4 Required Form for Nominations

Nominations must be in writing in a form approved by the Nominating Committee and must be signed by at least two Members.

On the application form a nominee must:

- (a) confirm in writing the matters set out in Bylaw 7.2.;
- (b) provide to the Nominating Committee the names of at least three (3) references and contact information for those references;
- (c) provide a resume;
- (d) consent to a criminal record check;
- (e) consent to the Society obtaining a prior contact check of the nominee from the Ministry of Children and Family Development or its agents;
- (f) disclose all personal, employment and business relationships with the Society and its employees, suppliers, contractors and Directors;
- (g) disclose all conflicts between the nominee's personal interests and those of the Society;
- (h) disclose any conflicts of interest as soon as they arise; and
- (i) comply with the Constitution and Bylaws and any policies set by the Directors.

13.5 Notice to Voting Members

The Nominating Committee must, with the notice of the annual general meeting, send to all Voting Members:

- (a) the names of all approved nominees;
- (b) confirmation that each nominee is eligible in accordance with the criteria described in Bylaw 7.2; and
- (c) the number of positions to be filled, and the terms of the positions.

13.6 Guidelines and Endorsement

The Directors may:

- (a) create policies relating to the nominations process and elections; and
- (b) endorse nominees.

(Continued on next page)



2020 CONSENT TO BE NOMINATED (continued)

In order for my nomination to be accepted by the VACFSS Board of Directors, I am aware that I will have to meet stated VACFSS Bylaw requirements and attend an interview at 745 Clark Drive with the Nomination Committee on Tuesday August 25th, 2020 at **5:30pm**.

Nominee Signature: _____

Name (*please print*): _____

Witness Signature _____

Name (*please print*): _____

Office Use Only	<input type="checkbox"/> Date Received:	_____
	<input type="checkbox"/> Date Reviewed:	_____
	<input type="checkbox"/> Date Approved/Declined:	_____
	Signature of Director/Membership Committee Member:	_____
	Signature of Director/Membership Committee Member:	_____



2020 NOMINATION FORM

For the Nominator

I, _____, a voting member in good standing, nominate
_____ residing at _____
_____ to the VACFSS Board of Directors.

Telephone: _____ Email: _____

Nominator Signature _____ Date: _____

For the Nominee

I confirm that:

1. This application is complete in all respects.
2. I will comply with the *Society Act*, the Constitution and Bylaws of VACFSS, any rules and policies made by VACFSS, and any rules of order governing the conduct of General Meetings of VACFSS.

I, _____, understand that I have been nominated to the VACFSS Board of Directors and agree to stand if elected.

Nominee Signature _____ Date: _____

VACFSS BYLAW 7.2 - QUALIFICATIONS OF DIRECTORS

Pursuant to the Act, a Person may not be nominated, elected or appointed to serve (or continue to serve) as a Director if he or she:

- (a) is less than eighteen (18) years of age;
- (b) has been found by any court, in Canada or elsewhere, to be incapable of managing his or her own affairs;
- (c) is an undischarged bankrupt; or
- (d) has been convicted of a prescribed offence within the prescribed period, for which no pardon has been granted, in accordance with the Act.

In addition to the foregoing, a Person may not be nominated, elected or appointed to serve (or continue to serve) as a Director if he or she:

- (e) is not a Voting Member in good standing;
- (f) is either an employee of the Society or engaged as a contractor for services with the Society with an aggregate annual value of \$20,000 or more;
- (g) is a Spouse or member of such Person's Immediate Family who is a Director;
- (h) is, or has been within the preceding five (5) years, a party to proceedings under the Child, Family and Community Services Act of British Columbia;
- (i) is, or has been within the preceding five (5) years, the subject of an investigation or proceeding under Part 3 of the Child, Family and Community Services Act of British Columbia; or
- (j) is, or has been within the preceding two (2) years, convicted under the Criminal Code of Canada of any summary conviction offence; or
- (k) is convicted under the Criminal Code of Canada of an indictable sexual offence.

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2020 NOMINATION FORM (continued)

All nominations must be received by **Friday August 14th, 2020 at 4:30pm** that include the following:

- signed consent form
- resume
- name and contact information of three (3) references

Office Use Only	<input type="checkbox"/> Letter of consent	Date Received:	_____
	<input type="checkbox"/> Resume	Date Reviewed:	_____
	<input type="checkbox"/> References	Date Approved/Declined:	_____
	Signature of Director/Membership Committee Member:		_____
	Signature of Director/Membership Committee Member:		_____