

Square One
Community Inc.

2023

Annual Report



Board of Directors 2023/24

Della Ferguson – President

Mary Lee Booth – Secretary

Paul Wilder – Treasurer

Crystal Lockyer – Member at Large

Anne-Marie Ursan – Member at Large

Christine Boyczuk – Member at Large



Square One Community Inc

Vision

- Everyone has access to safe, affordable, and secure housing with their basic needs met

Mission

- To help adults who are housing insecure by building, coordinating, and strengthening the continuum of supports.

Values

- Communicate, Coordinate, Collaborate, Connect and Contribute in a Community of Caring

Goals

- To identify and measure housing and basic needs gaps in the community
- To develop a housing secure strategy for Moose Jaw with a plan to end Homelessness
- To develop a financial plan to support short-term goals and long-term sustainability

ANNUAL General Meeting Agenda

Square One Community Inc.
Wednesday, April 17, 2024
4:15 pm- 138 Fairford St. W.

Attendees:

Regrets:

Treaty 4 Land Recognition

1.Call to Order and Opening Remarks

Motion: To appoint Della Ferguson as Chair for the Annual Meeting of Square One Community.

1.1 Current Directors:

President-Della Ferguson

Secretary-Mary Lee Booth

Treasurer-Paul Wilder

Members-at-Large: Christine Boyczuk, Crystal Lockyer, Anne-Marie Ursan

2. Approval of Agenda – Motion

3. Approval of April 12,2023 Minutes of AGM (included in Annual Report) Motion:

4. President’s Report (D.Ferguson)

5. Bylaw Changes (M.L. Booth)

Article V, Section 2 amendment: Each newly elected member of the Board must provide the Association with a Criminal Record check within thirty (30) days of their election. Individuals interested in serving on the Board will undergo an application and vetting process.

Article VI, Section 4 (moved from Article VI, Section 3): File necessary documents with the Corporations Branch of the Ministry of Justice

Article VII, Section 1 amendment: Finance, Executive, Grants, Communications, Human Resources/Policy, Fundraising

Article VII, Section 3 remove: Nominating Committee tasks are now under Executive Committee

Article IX, Section 1 amendment: No officer, or member of the Board of Directors, without Board authority, may individually instruct the Management Position or any other employee.

MOTION that the amendments to the Square One Bylaws be approved

6. Election of the Board of Directors 2024-25 (D. Ferguson) Motion: that the slate of officers as presented be approved

President: 2-year term-Mary Lee Booth

Vice-President: 1 year term-Anne-Marie Urgan

Secretary: 2 year term-Della Ferguson

Treasurer: 1 year term-Paul Wilder

Member-at-Large: 1 year Term- Christine Boyczuk

Member-at-Large: 2 year Term- Terry Hutchinson

Member-at-Large: 2 year Term- Bernie Doepker

Nominations from the floor-

7. Financial Report (P. Wilder)

7.1 Motion: to approve financial report

7.2 Bank Signing Authority for 2024-25 **Motion:** that the Bank signing authority for 2024-2025 be two of the following: Paul Wilder, Della Ferguson and Mary Lee Booth

7.3 Appointment of Auditor (Paul Wilder)

MOTION that SN Roy and Associates Accountant be the Auditor for Square One Community if required.

8. Committee reports

8.1 Fundraising (Della)

8.2 Communication (Crystal)

8.3 Advocacy/Grants (Christine)

8.4 Partnerships (Della)

9. Committees – Motion: That the committee structure be received as presented

Finance

Executive

Grants

Communications

Human Resources/Policy

Fundraising

9. Adjournment:

Recording Secretary: Mary Lee Booth

President: Della Ferguson

ANNUAL General Meeting 2022 Minutes

Square One Community Inc.
Wednesday, April 12, 2023
1:30 pm Via Zoom

Attendees: Crystal Froese, Mary Lee Booth, Sue Karner, Crystal Lockyer, Della Ferguson, Anne-Marie Ursan, Paul Wilder, Cheantelle Fisher, Gordon Edgar, Christine Boyczuk, Lori Deets, Ashley Florent, Dusti Hennenfent

Regrets were sent by: Carolyn Graham and Jill Lesuk

Treaty 4 Land Recognition: was given by Della Ferguson to honour the lands of Treaty 4.

1. Call to Order

Motion: to appoint Della Ferguson as Chair for the Annual Meeting of Square One Community. Crystal Froese/ Christine Boyczuk. Carried.

2. Opening Remarks

Della welcomed everyone with gratitude for their work and attendance and invited each person present to introduce themselves. There was a round of introductions.

Current Directors:

Della introduced the current Board as follows and offered thanks and gratitude:

- **President:** Della Ferguson
- **Vice-President:** Crystal Froese
- **Treasurer:** Ashley Florent
- **Secretary:** Christine Boyczuk
- **Members at Large:** Anne-Marie Ursan, Sue Karner, Jill Lesuk

3. Approval of Agenda

MOTION that the Agenda for the Square One Community April 12, 2023 AGM be approved as presented with changes to 9 which will now be named Related Financial Matters and include 9.1 Appointment of Auditor and 9.2 Signing Authority Paul Wilder/Ashley Florent. Carried

4. Approval of 2022 Minutes of AGM (included in Annual Report)

MOTION that the Minutes of 2022 AGM of Square One Community Inc be approved as presented. Sue Karner/Crystal Lockyer. Carried

5. President's Report (D. Ferguson)

Della read the notes of the report of the Annual Report of the President

6. Bylaw Changes (C.Boyczuk)

Article 6, Section 1(c) Delete Inclusion Sk

Article 9, Section 1 delete Executive Director and add General Manager throughout Section 1

Article 12, change fiscal year from April 1 to March 31 to January 1 to December 31

Article 5, Section 2 change number of Board Members to no less than three and no more than 9 (Major Change)

MOTION that the amendments to the Square One Bylaws be approved as amended: Christine Boyczuk/Crystal Lockyer Carried

7. Election of the Board of Directors 2023-24 (Crystal Froese)

Crystal proposed the following slate of officers for 2023-2024:

President: Della Ferguson continuing second year

Vice-President: Crystal Froese continuing second year

Treasurer: Paul Wilder starting first year

Secretary: Mary Lee Booth starting first year

Directors at Large (5)

- Sue Karner continuing, second year
- Anne-Marie Ursan continuing second year
- Crystal Lockyer starting first year
- Lori Deets starting first year
- Christine Boyczuk starting first year

There were no further nominations.

MOTION: that the slate of officers as presented be approved. Paul Wilder/Sue Karner Carried.

8. Financial Report (Ashley Florent)

Report on the financials for the 2022 fiscal year (Ashley Florent) (Included in Annual Report)

MOTION that the Financial Report be accepted as presented: Ashley Florent/Sue Karner Carried

9. Related Financial Matters (Paul Wilder)

9.1 Appointment of Auditor

MOTION that Benson Trithardt Noren Professional Accountants be the Auditor for Square One Community 2023 if required.: Christine Boyczuk/Mary Lee Booth Carried

9.2 Signing Authority

MOTION: that the signing authority for 2023-2024 be two of the following: Della Ferguson, Paul Wilder, Crystal Froese. Christine Boyczuk/Mary Lee Booth Carried

10. Committees 2023-2024 (Della)

- Fundraising Committee
- Warming Centre/Shelter Policy and HR
- Communication Committee
- Advocacy/Grants Committee
- Partnership Committee

MOTION: That the committee structure be received as presented. Paul Wilder/Crystal Lockyer Carried

11. Adjournment:

Della adjourned the meeting at 2:15 and followed with an update of progress January 1-April 12, 2023

Recording Secretary: Christine Boyczuk

President: Della Ferguson

Square One Community Inc

Balance Sheet As at 2023-12-31

ASSET

Current Assets

Savings Bank Account	256.25	
Chequing Bank Account	50,318.50	
Total Cash		50,574.75
Investments		50,000.00
Total Current Assets		100,574.75

TOTAL ASSET 100,574.75

LIABILITY

TOTAL LIABILITY 0.00

EQUITY

Retained Earnings

Retained Earnings - Previous Year	28,519.07	
Current Earnings	72,055.68	
Total Retained Earnings		100,574.75

TOTAL EQUITY 100,574.75

LIABILITIES AND EQUITY 100,574.75

Square One Community Inc

Income Statement 2023-01-01 to 2023-12-31

REVENUE

Sales Revenue

Fundraiser - Merchandise 2021	75.00
Fundraiser - Stonger Together	920.00
Fundraiser - Empty Bowl	5,431.41
Fundraiser - Walk for Warmth	38,310.12
Fundraiser - Little House	84.65
Home for the Holiday Raffle	1,137.00
Fundraiser - Silent Auction	576.00
Fundraiser - Small Things	700.00
Donations	37,043.57
Donations - Conner Gilbert	7,716.61
Donations in Kind	408.59
Memberships	130.00

Net Sales 92,532.95

Other Revenue

Grant - SSCF	1,238.90
Grant - SK Housing	20,000.00
Grant - Walmart Food	1,000.00
Interest Revenue	6.25

Total Other Revenue 22,245.15

TOTAL REVENUE 114,778.10

EXPENSE

Payroll Expenses

Coordinator Wage	7,670.97
Wages & Salaries	7,310.77
EI Expense	166.84
CPP Expense	408.95

Total Payroll Expense 15,557.53

General & Administrative Expe...

Accounting & Legal	2,208.50
Courier & Postage	191.10
Insurance	3,864.76
Interest & Bank Charges	304.21
Office Supplies	466.40
Website-Wifi Expense	603.39
Rent	18,000.00
Telephone	581.22
Meals for unhoused	829.26
Shaw	116.05

Total General & Admin. Expen... 27,164.89

TOTAL EXPENSE 42,722.42

NET INCOME 72,055.68

Square One Community President Report for the 2023 AGM

To look back at the entirety of 2023 and view the evolution of Square One Community is an opportunity to review the breadth of the work done by the Square One Community Board and reflect on the work that lies ahead in fulfilling our vision, mission and goals.

At the beginning of the new year, our Partner, Moose Jaw Non-Profit Housing Corporation suggested the use of the leased portion of William Milne Place as a warming space citing the “fit” with the William Milne units already being supportive housing. Advocacy meetings with City of Moose Jaw moved that idea forward to the point of The City of Moose Jaw relinquishing their lease of 13% of William Milne Place (138 Fairford St. W.) back to the owners of the building, Moose Jaw Non-Profit Housing Corp. We are deeply appreciative to the City Council and to Moose Jaw Non-Profit for the effort that went into this complex lease and its dissolution. We are also grateful to Global Realty for the grace and support they showed when given notice from the City that their sublease would end. Square One Community received the key on April 2nd, 2023, and immediately set about cleaning/filling holes/painting and prepping the space for operation.

In May, Square One Community received Charitable Status, a true milestone. Square One Community is deeply grateful to The City of Moose Jaw for giving us Designated Municipal Status for tax receipt purposes until such time as we received Charitable Status.

After an unsuccessful effort to secure a General Manager for SOC, our Board took a step back to undergo a Guided Facilitation Process facilitated by Michelle Dyck of Providence Place. Our Board are grateful to Providence Place for offering such a wealth of wisdom and skills through Michelle which led us to adopt new Vision and Mission Statements, Core Values, as well as short- and long-term goals.

Throughout this time, Desiree LaLonde, whom we had hired as our Point in Time Coordinator was working to set up Moose Jaw’s first Point in Time Count. Since Moose Jaw is deemed “Rural”, and there had only been one other “Rural” Point in Time Count in Canada, Desiree faced many challenges in setting up a count. On August 26, 2023, Square One Community hosted the Point in Time Count with 55 community volunteers. Desiree then compiled the report that was presented to the Square One Community Board December, 2023. The statistics and information from that report are valuable resources.

While Square One Committees worked on Fundraising efforts; Grant-Writing, and Communications, Square One Community continued being the “information source” for City of Moose Jaw Cold/Hot Weather Strategy and Meal Offerings; acting as a “clearing house” for seasonal clothing needs for agencies/individuals in need; supplying the Library with granola bars and water bottles/warm clothing and shoes; and supporting the long weekend meal offerings as able.

In November the Ministry of Social Services approached Square One Community and Moose Jaw Non-Profit Housing regarding the operation of a 10 bed Emergency Shelter. After several meetings it was determined that the funds MSS were offering would not cover the costs, and the timeline was not possible for Square One Community to ready the space, staff and policies required. At that time, we then invited several agencies to partner in this venture with the Square One Community space being the Shelter site to be utilized after rapid renovations. John Howard Society agreed to become the operators of the Emergency Shelter, negotiating increased funding and drawing on their already established infrastructure to accommodate the quick turn-around need, and securing alternate space that was “move-in-ready” at the old SaskTel building at 83 Ominica St. W. Our goal of Moose Jaw having an Emergency Shelter that served men AND women was fulfilled.

It has been a year of hard work and dedication for Square One Community and it is only through the efforts of our outstanding Board and Fundraising Committee Volunteers that we have been able to make the steps we have. I am honoured and grateful to serve with such an exemplary group of community members.

Respectfully submitted,

Della Ferguson, President

Square One Community Fundraising Committee Report for 2023

Square One Community Fundraising Committee Terms of Reference

The Fundraising Committee was developed from the Square One Community Inc. Board, for the purpose of raising funds to develop, maintain and grow the Programming for Square One Community Inc.

The Fundraising Committee aims to host a minimum of six fundraising efforts a year (2 larger and 4 smaller in nature). This committee will oversee and manage the Fundraising projects and details, doing so by building community partners in the spirit of integrity and collaboration.

The following is a breakdown of the Fundraising efforts for 2023.

Pampered Chef Fundraiser (by Carolyn Scidmore)	\$319.67
Fundraiser - Walk for Warmth.....	\$38,310.12
Fundraiser - Stronger Together Campaign.....	\$920.00
Fundraiser - Empty Bowl	\$5,431.41
Merchandise	\$75.00
Fundraiser - Little House	\$84.65
Home for the Holiday Raffle	\$1,137.00
Fundraiser - Silent Auction	\$576.00
Fundraiser - Small Things (The Light Yoga & Wholeness Studio)...	\$700.00

We are so grateful to Carolyn Scidmore (Pampered Chef); Bill and Laurette Keen (Stronger Together Campaign); The Light Yoga & Wholeness Studio(Small Things Fundraiser); Moose Jaw Kinsmen Café (Little House location); TJ's Pizza (Little House Location); Moose Jaw Cultural Centre (Little House location); all Silent Auction donors and Home for the Holiday donors and ticket purchasers; all Walk participants and pledgers; bowl donors; soup donors; Walk for Warmth and Empty Bowl Sponsors; and EVERYONE who contributed to the success of this year's fundraising efforts!

"It takes a village"and our "village people" certainly stepped up to help us raise funds.

The Square One Community Fundraising Committee has worked wholeheartedly this year. I want to say a HUGE thank you to our Fundraising Committee of volunteers:

Noreen Edmondson, Sue Karner, Jill Lesuk, Fran Miller, Leigh Landry, Doreen Majeran

Thank you for pouring your hearts into this effort.

Submitted with great gratitude,

Della Ferguson Square One Fundraising Chairperson

Annual Communications Report 2023

Introduction:

The past year has been marked by significant progress and impactful initiatives at Square One Community Inc. Our communications efforts have played a vital role in raising awareness, fostering community engagement, and advancing our mission of supporting individuals facing housing insecurity. This report highlights key achievements and outlines strategies implemented to effectively communicate with various stakeholders and the community at large.

Social Media Engagement:

Throughout the year, our social media platforms served as an essential channel for sharing important updates, promoting events, and highlighting our impact in the community. We saw a significant increase in engagement, with a focus on creating content that resonated with our audience. Highlights included:

- Regular posts highlighting the work of Square One Community, including success stories, community collaboration, and fundraising initiatives.
- Promotion of events such as the 2023 Walk for Warmth, PiT Count, and Empty Bowls fundraiser, generating outreach and participation among followers.
- Promotion of educational opportunities encouraging dialogue and participation, such as the interview given by Anthony Cafik of St. Joseph's Addiction Recovery Center at the Empty Bowls Event.

Website and Online Presence:

Our website continued to serve as a central hub for information, providing resources, event details, and ways to get involved. Key updates and enhancements included:

- Regular updates to the FAQ section to address common inquiries and provide clarity on our mission and services.
- Regular updates to the Extreme Weather and Food Strategy to ensure up to date information distributed to community stakeholders and members.
- Improved navigation and user experience to ensure seamless access to essential information.

Community Engagement:

Building strong relationships within the community remained a priority, with various initiatives aimed at fostering connections and collaboration:

- Participation in local events, forums, and town halls to raise awareness of housing insecurity issues and advocate for supportive housing solutions.
- Collaborative partnerships with other organisations and agencies to maximise resources and expand our reach.

Public Relations and Media Coverage:

Efforts to garner media attention and public recognition for our cause were successful, with notable achievements including:

- Press releases and media pitches of fundraising events and other initiatives resulting in coverage by local newspapers, radio stations, and online news outlets such as Moose Jaw Today and Discover Moose Jaw.
- Interviews and features highlighting Square One Community's initiatives, impact, and ongoing efforts to address housing insecurity.

Conclusion:

In conclusion, our communications efforts have played a crucial role in advancing Square One Community's mission and impact. By leveraging various channels and strategies, we have effectively engaged our stakeholders, raised awareness, and fostered meaningful connections within the community.

Sincerely,
Crystal Lockyer

Communications

Square One Community Inc.



BBQ FOR FOOD INSECURE

on July 3rd, 2023

FOOD DONATIONS NEEDED:

Hot Dogs 20 dozen	Chips 140 small
Buns 20 dozen	Ice cream cups 80
Napkins 240	Bottled Water 100



Thank you!

FOR YOUR SUPPORT!

TOGETHER WE RAISED:

\$9020.00!!

STRONGER TOGETHER

Sponsorship Levels:

- ◆ Bronze Leaf: \$100.00
- ★ Silver Leaf: \$200.00
- 🏆 Gold Leaf: \$300.00

For more information visit:
<https://www.squareonehousingmoosejaw.com/stronger-together>

WALK FOR WARMTH

a fundraising walk to raise funds for a warming space and women's shelter

Thursday, March 9, 2023
7pm-9pm

Starting on Zion United Church steps
Ending with lunch at St. Aidan's Parish Hall.

Walk as an individual... walk as a team.
Raise pledges as an individual... raise pledges as a team.
GIVE HOPE AS AN INDIVIDUAL... GIVE HOPE AS A TEAM.

To Register and receive your pledge forms and walk information please visit:
<https://www.squareonehousingmoosejaw.com/walkforwarmth>

JUST WANT TO DONATE? Email:
communitysquareone@gmail.com

Sunday, November 19
2-4:30pm

RSVP & Join by donation to Square One

Limited Tickets Available - RSVP
www.thelightgallery.ca

Small Things

Dollhouse & Miniatures Interactive Gallery.

sponsored by
THE LIGHT Gallery & Wholesale Studio

The Light Hugs & Wholesome Studio
 37 Streetview Dr. W.

Empty Bowls Event

hosted by Square One Community Inc.

Fri November 17th
St Andrew's Social Hall
11:30 - 1:30

Doors Open at 11am
Silent Auction
"Home for the Holidays" Raffle Draw
Soups created by Local Restaurant Chefs
(AND you get to keep the bowl!)
Served: 11:30am-1:30pm
Entertainment at 12:00

Tickets: \$20.00 Cash at door or buy ahead via e-transfer to
communitysquareone@gmail.com

Please include your name and phone # in the note section to pick up your tickets at the door.

2023

Square One

Grants Report 2023

During the fiscal year 2023 the following applications for funds for a Supportive Housing Initiative were submitted:

Nutrien (Jan. 2023): Successful \$1,000

Campotex: Declined

SaskPower, Sasktel, SaskWater (Jan. 14, 15, 19) \$3000

Snapply (Feb.2023) no response

Lorne and Evelyn Johnson (SSCF) (Feb. 21, 2023): Not successful

South Saskatchewan Community Foundation March, 2023): previous grant still active 2022-23

Mosaic (March 5, 2023): not successful

Canada Post: (March 11, 2023) no response

Community Initiatives Fund (April 1, 2023): previous grant report was incomplete, funds had not been fully used.

Saskatchewan Housing and Ministry of Social Services Grant, Government of Saskatchewan April 1, 2023: \$20,000 successful

Truth and Reconciliation (April 17, 2023)

Vital CF SSCF) (May 16, 2023): no statistics

Forbes (SSCF) (Sept 1): Did not meet criteria

Reaching Home (Sept 9,2023): Inquiry ineligible at this time

Emergency Community Support Fund (Sept.2023) Declined

Walmart Canada Community Grant (October 5, 2023): Awarded \$1000.00

Government of Saskatchewan (Nov.2023) Proposal for overnight Shelter: advocacy. Not sufficient infrastructure to manage

One of the limiting factors for successful applications for Square One was the limited availability of statistics and demographics of the unhoused in our area. This may be mitigated by our recent Point-in-Time Count which has provided us with excellent data in developing applications.

Respectfully Submitted,
Christine Boyczuk

Square One Community Partnerships Report 2023

The Partnership between Moose Jaw Non-Profit Housing Corporation and Square One Community Inc. continues to be strong. Through the support of MJNPHC Square One Community was able to secure the 1400 sq. ft. space at 138 Fairford St. W. Since that time, we have advocated and been at the table together in our efforts to bring Emergency Shelter funding to Moose Jaw and work for further supports for those who are experiencing housing insecurity. We are deeply grateful for this partnership.

Square One Community have many informal partnerships within our community as we work to communicate, coordinate and collaborate with all agencies serving those in our community facing housing and food insecurity. Through regular communications we all work together to ensure that there are daily meal offerings. We are so grateful for our relationships with Riverside Mission; The Moose Jaw Food Bank; John Howard My Place Program; Salvation Army; St. Aidan Anglican Church; Zion United Church; St. Andrew's United Church, Moose Jaw Public Library; Community Connection group and the Moose Jaw Families for Change. This inter-agency support system demonstrates the power of true community.

Square One Community is grateful for the offering of Michelle Dyck, Continuous Improvement Operations Lead from Providence Place, for a Guided Facilitation opportunity that spanned the summer months, culminating in an extensive report developed by Michelle. Her expertise and wisdom gave our team the opportunity to build our strategic plan for moving forward.

Bill and Laurette Keen have partnered with Square One Community for two years through the Stronger Together Initiative. Once Square One Community gained Charitable Status, funds from the initiative were directed to Square One Community in May, 2023 (previously having gone to The John Howard Society My Place Program). The Stronger Together Tree, having sold the majority of its leaves was then moved from The City Hall Lobby where it had been on display. Its new home is at Circle Medical Centre with Dr. Brabant, a strong advocate for those who are housing insecure. We are most grateful to the Keens and to Dr. Brabant for their partnership with us in the Stronger Together Initiative.

Square One Community are also very grateful for the partnership with the City of Moose Jaw, who gave us Designated Municipal Status until we received our Charitable Status designation in May, 2023, advancing our fundraising capacity. Their efforts in relinquishing the lease to 138 Fairford St. W. back to Moose Jaw Non-Profit Housing Corporation also helped move our mission forward, giving Square One Community a home base in an already-established low-income housing building in alignment with our Partner. And lastly, for allowing our Stronger Together Metal Art feature to be housed in their lobby for several months.

We are honoured to contribute to the
“Connection, Collaboration, Communication, and Coordination in a Caring Community”. *
(*Square One Community Core Values)

Submitted with deep gratitude,

Della Ferguson

Square One Community Inc. President

THANK YOU!



Addendum

Bylaws of the Square One Community Inc.

ARTICLE I. NAME OF ORGANIZATION

The name of the corporation is “the Square One Community Inc.” In this bylaw it will be referred to as the Association.

ARTICLE II. CORPORATE PURPOSE

Our Vision: Everyone has access to safe, affordable, and secure housing with their basic needs met.

Our Mission: To help adults who are housing insecure* by building, coordinating, and strengthening the continuum of supports.

Our Core Values: Communicate, Coordinate, Collaborate, Connect, Contribute in a community of caring.

* Housing insecurity can take a number of forms: homelessness; housing cost burden; residential instability; evictions and other forced moves; living with family or friends to share housing costs (doubling- up); overcrowding; living in substandard, poor quality housing; or living in neighborhoods that are unsafe and lack access to transportation, jobs, quality schools, and other critical amenities. (Source: Urban Institute)

ARTICLE III. MEMBERSHIP

Section 1. Membership

There shall be one class of Membership.

1. People may become members of the Association by paying their annual membership fees.
 - a. Member in Good Standing: Shall mean a Member not in arrears of the dues to SOC, who is in compliance with the Constitution and By-Laws and has not been expelled nor suspended for due cause by the General Membership at the Annual General Meeting or Special General Meeting.
2. All members may speak at all meetings of the Association
3. The Board of the Association shall set the membership fees for all classes of members at large.
4. The Association shall keep an accurate membership list.
5. New or lapsed memberships must be purchased 2 weeks prior to the AGM in order to be entitled to vote at the AGM.
6. Current members may renew their memberships at the door.

Section 2. Rights of Members

Each member shall be eligible to vote at all member meetings of the SOC. All members have a right to attend and speak at all meetings of the SOC board.

ARTICLE IV. MEETINGS OF MEMBERS

Section 1. Annual Meetings

An annual meeting of the members shall take place by April 20, time and location of which will be designated by the board. At the annual meeting the members shall elect directors and officers, receive reports on the activities of the Association, receive the financial statements, appoint an auditor, and determine the direction of the association for the coming year. Should the appointed auditor be unable to fulfil its mandate, then the Board of Directors shall select a replacement.

Section 2. Special Meetings

Special meetings may be called by the chair or a simple majority of the board of directors. A petition signed by five percent (5%) of voting members may also call a special meeting.

Section 3 Notice of Meetings of members

Written notice of each meeting shall be given to each voting member, by mail or email, not less than two weeks prior to the meeting.

Section 4. Quorum

A quorum for a meeting of the members shall consist of at least twenty percent of the current membership.

Section 5. Voting

All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place.

ARTICLE V. BOARD OF DIRECTORS

Section 1. General Powers

The affairs of the Association shall be managed by its Board of Directors. The Board of Directors shall have control of and be responsible for the management of the affairs and property of the Association.

Section 2. Number, Tenure, Requirements, and Qualifications

The number of Directors shall consist of no less than three (3) nor more than nine (9) including the following officers: the President, the Vice-President, the Secretary, and the Treasurer.

The members of the Board of Directors shall, upon election, immediately enter upon the performance of their duties and shall continue in office until their successors shall be duly elected and qualified. All members of the Board of Directors must be approved by a majority vote of the members present and voting. Each member of the Board of Directors shall be a member of the Association whose membership dues are paid in full. Each newly elected member of the Board must provide the Association with a Criminal Record check within thirty (30) days of their election. Individuals interested in serving on the Board will undergo an application and vetting process.

Section 3. Regular Meetings

The Board of Directors may provide by resolution the time and place, for the holding of regular meetings of the Board. Notice of these meetings shall be sent to all members of the Board of Directors no less than ten (10) days, prior to the meeting date. The Board of Directors shall meet a minimum of 4 times per year at a time and place designated by the President.

Section 4. Special Meetings

Special meetings of the Board of Directors may be called at the request of the President or any two members of the Board of Directors. The person or persons authorized to call special meetings of the Board of Directors may fix any location, as the place for holding any special meeting of the Board called by them.

Section 5. Notice

Notice of any special meeting of the Board of Directors shall be given at least two (2) days in advance of the meeting by telephone, electronic methods or by written notice provided that all Board members waive notice of said meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The purpose of the Special meeting must be specified. Neither the business to be transacted at, nor the purpose of, any regular meeting of the Board of Directors need be specified in the notice or waiver of notice of such meeting,

Section 6. Quorum

The presence, of a majority of current members of the Board of Directors shall be necessary at any meeting to constitute a quorum to transact business.

Section 7. Forfeiture

Any member of the Board of Directors who fails to fulfill any of his or her requirements as set forth in Section 2 of this Article shall automatically forfeit his or her seat on the Board. The Secretary shall notify the President in writing that his or her seat has been declared vacant, and the Board of Directors may forthwith immediately proceed to fill the vacancy. Members of the Board of Directors who are removed for failure to meet any or all of the requirements of Section 2 of this Article are not entitled to vote at the annual meeting.

Section 8. Removal from the Board of Directors

A member of the board may be removed or suspended by a special resolution of the Board at a meeting called for that purpose.

1. Fifteen (15) days' notice of such a meeting must be given to all members of the Board.
2. The Director in question shall have the opportunity to be heard by the Board.
3. Quorum at such a meeting will be two-thirds (2/3) of all voting members of the Board.
4. A suspended Board member shall not be entitled to attend any meeting of the Board.
5. Members of the Board of Directors who are removed for failure to meet the minimum requirements in Section 2 of this Article in these by-laws automatically forfeit their positions on the Board pursuant to Section 7 of this Article.

Section 9. Vacancies

Whenever any vacancy occurs in the Board of Directors it shall be filled without undue delay by a majority vote of the remaining members of the Board of Directors at a regular meeting. Vacancies may be created and filled according to specific methods approved by the Board of Directors.

Section 10. Compensation

Members of the Board of Directors shall not receive any compensation for their services as Directors. Approved expenses incurred on behalf of the association shall be paid.

Section 11. Informal Action by Directors

Any action required by law to be taken at a meeting of the Directors, or any action which may be taken at a meeting of Directors, may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by two-thirds (2/3) of all of the Directors following notice of the intended action to all members of the Board of Directors.

Section 12. Confidentiality

Directors shall not discuss or disclose information about the Association or its activities to any person or entity unless such information is already a matter of public knowledge, such person or entity has a need to know, or the disclosure of such information is in furtherance of the Associations' purposes, or can reasonably be expected to benefit the Association. Each Director shall take an oath of confidentiality upon being voted onto and accepting appointment to the Board of Directors.

Section 13. Parliamentary Procedure

Any question concerning parliamentary procedure at meetings shall be determined by the President by reference to Robert's Rules of Order.

ARTICLE VI. OFFICERS

The officers of this Board shall be the President, Vice-President, Secretary and Treasurer. All officers must have the status of active members of the Board.

Section 1. President

The President shall

- a. Preside at all meetings of the Board.
- b. Have general superintendence and direction of all other officers of this corporation and see that their duties are properly performed.
- c. Shall submit a report of the operations for the fiscal year to the members at their annual meetings, submit a report to AGM, and from time to time, shall report to the Board.
- d. Be Ex-officio member of all standing committees and shall have the power and duties usually vested in the office of the President.

Section 2. Vice-President

The Vice-President shall

- a. Assist the President in governing the affairs of the Association.
- b. Act as President in the President's absence.

Section 3. Secretary

The Secretary, with the assistance of a staff member, shall

- a. Take minutes at all meetings of the members, Board and Executive.
- b. Perform all official correspondence from the Board as may be prescribed by the Board or the President.
- c. Keep all necessary books and records of the Association
- d. Provide notice of all meetings of the members and Board
- e. Be custodian of the Association's seal, books, records, papers and documents with the exception of such items that are required by the Treasurer.
- f. In concert with the President shall make the arrangements for all meetings of the Board, including the annual meeting of the organization.

Section 4. Treasurer

The Treasurer shall

- a. Present a complete and accurate report of the finances of the association at each meeting of the members, or at any other time upon request to the Board.
- b. Have the right of inspection of the financials including budgets and subsequent audit reports.
- c. Ensure accurate and complete financial records are kept
- d. Arrange for an annual audit of the Association's financial records and present the audited statement
- e. Perform such other duties as may be prescribed by the Board or the President under whose supervision he/she shall be.
- f. File necessary documents with the Corporations Branch of the Ministry of Justice

Section 5. Vacancies

The Board shall be responsible to fill vacancies which occur between annual meetings, including those of officers. The persons so elected shall hold membership or office for the unexpired term in respect of which such vacancy occurred.

ARTICLE VII. COMMITTEES

Section 1. Committee Formation

a. The Board shall appoint the following standing committees:

- Finance
- Executive
- Grants
- Communications
- Human Resources/Policy
- Fundraising

b. The board may create special committees as needed.

c. Committee chairs must be a member of the board. Committee members do not have to be members of the Association. Each committee must provide a verbal or written report to the board.

Section 2. Finance Committee

The treasurer is the chair of the Finance Committee, which includes three other board members. The Finance Committee is responsible for developing and reviewing fiscal procedures, fundraising plans, and the annual budget with staff and other board members. The fiscal year shall be the calendar year. The financial records of the Association are public information and shall be made available to the membership, board members, and the public

ARTICLE VIII. VOLUNTEERS

a. A volunteer may be removed from his or her volunteer duties if the volunteer is convicted of a criminal offence and the Board, by ordinary resolution, shall have resolved to remove such Volunteer.

b. The Board may, by ordinary resolution, suspend a volunteer who is charged with a criminal offence from his or her volunteer duties until such time as he or she is convicted or acquitted of such charge and all appeals therefrom have been exhausted or the time for making such appeals has expired.

ARTICLE IX. CORPORATE STAFF

Section 1: Management Position

The Board of Directors shall hire a Management Position who shall serve at the will of the Board. The Management Position shall have immediate and overall supervision of the operations of the Association, and shall direct the day-to-day business of the Association, maintain the properties of the Association, hire, discharge, and recommend the salaries and other compensation of all staff members under the Management Position's supervision, and perform such additional duties as may be directed by the Board of Directors. No officer, or member of the Board of Directors, without Board authority, may individually instruct the Management Position or any other employee. The Management Position shall make such reports at the Board meetings as shall be required by the President or the Board. The Management Position shall be an ad-hoc member of all committees.

The Management Position may not be related by blood or marriage/domestic partnership within the second degree of consanguinity or affinity to any member of the Board of Directors. The Management Position may be hired at any meeting of the Board of Directors by a majority vote and shall serve until removed by the Board of Directors upon an affirmative vote of three-quarters (3/4) of the members present at any meeting of the Board Directors. Such removal may be with or without cause.

ARTICLE X. – INDEMNIFICATION

Section 1. General

The association shall indemnify any director, officer, employee, or agent, or former member, director, officer, employee, or agent of the corporation, or any person who may have served at the corporation's request as a director or officer of another corporation (each of the foregoing members, directors, officers, employees, agents, and persons is referred to in this Article individually as an "indemnitee"), against expenses actually and necessarily incurred by such indemnitee in connection with the defense of any action, suit, or proceeding in which that indemnitee is made a party by reason of being or having been such member, director, officer, employee, or agent, except in relation to matters as to which that indemnitee shall have been adjudged in such action, suit, or proceeding to be liable for negligence or misconduct in the performance of a duty. The foregoing indemnification shall not be deemed exclusive of any other rights to which an indemnitee may be entitled under any bylaw, agreement, resolution of the Board of Directors, or otherwise.

Section 2. Expenses

Expenses (including reasonable attorneys' fees) incurred in defending a civil or criminal action, suit, or proceeding may be paid by the Association in advance of the final disposition of such action, suit, or proceeding, if authorized by the Board of Directors, upon receipt of an undertaking by or on behalf of the indemnitee to repay such amount if it shall ultimately be determined that such indemnitee is not entitled to be indemnified hereunder.

Section 3. Insurance

The Association shall purchase and maintain insurance on behalf of any person who is or was a member, director, officer, employee, or agent against any liability asserted against such person and incurred by such person in any such capacity or arising out of such person's status as such, whether or not the corporation would have the power or obligation to indemnify such person against such liability under this Article.

ARTICLE XI. BOOKS AND RECORDS

The Association shall keep complete books and records of account and minutes of the proceedings of the Board of Directors and of the membership.

ARTICLE X11. FISCAL YEAR

The fiscal year of the organization shall be from January 1 to December 31 of each year.

ARTICLE XIII. AMENDMENTS

Section 1. Articles of Incorporation

The Articles may be amended in any manner at any regular or special meeting of the Board of Directors, provided that specific written notice of the proposed amendment of the Articles setting forth the proposed amendment or a summary of the changes to be effected thereby shall be given to each director at least three days in advance of such a meeting if delivered personally, by facsimile, or by e-mail or at least five days if delivered by mail. As required by the Articles, any amendment to Article III or Article VI of the Articles shall require the affirmative vote of all directors then in office. All other amendments of the Articles shall require the affirmative vote of an absolute majority of directors then in office.

Section 2. Bylaws

The membership may amend these Bylaws by majority vote at any regular or special membership meeting. Notice of the proposed changes must be given to the Management Position at least 7 weeks before the Annual General meeting. Written notice setting forth the proposed amendment or summary of the changes shall be given to each member within 2 weeks of a membership meeting.

ARTICLE XIV. Dissolution

Upon the dissolution of the Association and after payment of all debts and liabilities, no asset will be distributed among the Members, but will be transferred to such eligible charitable organizations or trustees as determined by Special Resolution of the Members. Eligible charitable organizations or trustees will be those described in subsection 149.1 (1) of the Income Tax Act (Canada), provided that the organization or trustee also meets the requirements of subsection 209 (5) of The Non-Profit Corporations Act, 1995 (Saskatchewan).

ARTICLE XV. Effective Date

These Bylaws will come into force when confirmed by the Members in accordance with the Act.

These Bylaws were confirmed by the Members of the Association on April 17, 2024

President

Secretary