

NOTICE OF MAIN MOTION  
STANDING RULES CHANGE 2.2.4

Standing Rules, after adoption, require 30 days' notice and two thirds vote of members present for amendment.

Date of submission: Tuesday November 7, 2023

Be advised that the following Standing Rules change has been advanced.

Insert SR 2.2.4

**S.R. 2.2.4 shall read:** The CACC will have three signing officers, which includes the treasurer, for the chequing account; the treasurer will be expected to endorse all cheques with one other signature required; should the treasurer not sign a cheque, regardless of reason, that transaction, and any others, if applicable, must be announced at the next business meeting of the CACC with an explanation of why their signature was not on the cheque.

**Rationale:**

To flesh out the workflow and expectations of handling and reporting on CACC funds. It is hoped that more precise guidelines will enable smooth transitions between treasurers. Having 3 signing officers improves workflow should one person not be available; since the treasurer has a fiduciary responsibility to the Association it is expected they endorse every cheque; a missing treasurer's signature on any cheque must be explained to allow the treasurer to accurately monitor CACC funds.

**Moved** by Blake Chapman, secretary.

Seconded by Don Turnbull, treasurer.