



Dear AOM Voting Member:

Please find attached the 2019 Resolutions and Nominations Package for the Annual General Meeting on May 6, 2019.

**The deadline for Resolutions and Board Nominations is 11:00 p.m. on February 6, 2019.
Please note these are firm deadlines.**

Resolutions

Each year the AOM invites members to submit resolutions to be considered at the AGM. Member resolutions are a vital mechanism to ensure that the AOM Board is informed about key issues that are important to our membership. The [Member Resolution Guide](#) provides detailed information about the resolution process. On the AOM website you can see some of the resolutions member approved over the last few years.

Resolutions are submitted through *an online form*. Once you have submitted your resolution, there will not be an opportunity to revise it. Keeping this in mind, please gather all the materials you need and consult with any co-proposers before you submit your resolution.

Please click on this [link to submit](#) a resolution for the 2019 AOM AGM.

Nominations

On behalf of the AOM Board of Directors, I ask you to consider putting your name forward to be a Board member. The Board plays a vital role in ensuring that the AOM remains strategically-focused on issues that are important to midwives and the profession of midwifery. Volunteering as a Board member is one way to support the development of your profession and to ensure a strong voice for your professional association.

The AOM recognizes the dignity and worth of every person and is committed to creating an environment that is safe, accessible, inclusive and respectful of members, Board members, staff, and the Ontario public. To that end, the AOM Board of Directors approved an updated Anti-Oppression, Diversity, Equity and Inclusion Policy in 2017. We invite and encourage nominations from representatives of the diverse communities within the AOM's membership.

Below are the Board positions that are scheduled to be elected this year. Please click on the hyperlinks to read a job description for each position and to get a sense of the commitment required:

- [President-Elect](#)
- [Vice-President](#)
- [Secretary](#)
- [Member at Large](#) (3 positions)

In March, there will also be a call for interest for 1 Board-appointed position. Stay tuned for more details.

Board members are expected to attend all Board meetings and to be off-call for all in-person Board meetings. Making this time commitment may require cooperation and support from your practice group so we recommend that you discuss your plans with your practice group before you submit your nomination. Here is a list of dates for the [2019 Board meetings](#).

Board members are expected to follow the AOM's [Code of Conduct Policy, the Anti-Harassment and Anti-Discrimination Policy, and the Governance Style Policy](#) (found under Governance Policies). Each Board member receives a stipend, and expenses incurred as a Board member are reimbursed in accordance with the AOM Expense Reimbursement Policy.

Serving as a Board member requires significant commitment and offers the opportunity to contribute to the growth and development of midwifery in Ontario as well as personal skills development and leadership opportunity. I encourage you to give serious consideration to putting your name forward to serve as an AOM Board member.

If you are interested in running for a Board position and would like support and advice from a current Board member, please contact the AOM to be connected with a mentor.

Nominations will be submitted via an on-line form. Please click on [this link](#) to submit your nomination to the AOM Board of Directors. To see the nomination form prior to going online, [click here](#).

The deadline for Board Nominations and Resolutions is 11:00 p.m. on February 6, 2019. Please note that this is a firm deadline.

Please call or email Marla Monague, AOM Executive Assistant at marla.monague@aom.on.ca if you have any questions about the AGM, nominating Board members or submitting resolutions.

Best regards,

Genia Stephen, RM
Secretary



Member Resolution Guide – 2019

Deadline for 2019 Resolutions to be received at the AOM office is:

February 6, 2019

Resolutions will only be accepted [online](#).

Resolutions received after the deadline
will not be eligible
for presentation at the 2019 AOM Annual General Meeting.

General

This Member Resolution Guide is provided to help members submit a member resolution on important midwifery issues. A member resolution is a vital mechanism to ensure the AOM Board of Directors is informed about key issues that are important to our membership. Every AOM member has the right to submit a resolution to be considered at the Annual General Meeting (AGM).

Under the AOM governance structure, the Board identifies strategic priorities for the organization guided by direction provided by members, and directs staff to undertake the work necessary to implement Board decisions. This approach allows the AOM to respond to issues in a strategic and appropriately-resourced manner.

Resolution Process

All resolutions received by the deadline of **11:00 p.m. on February 6, 2019** will be distributed to all voting members prior to the Annual General Meeting, and then presented and voted on at the AGM on May 6, 2019. The Member Resolution Guide provides detailed information about the resolution process.

A resolution, once approved, directs the Board to consider the actions needed to implement the recommended change. The Board will report back to the membership once it has considered what actions it plans to take in response to the resolution, and will formally report back at the next year's AGM on the outcome of the previous year's approved resolutions.

The enclosed Resolution Guide provides detailed information regarding the resolution process.

The AOM Board is committed to supporting members to put forward resolutions that are well-crafted so that they clearly and concisely provide members with information they need to discuss and vote on each resolution. If you would like a Board or staff member to contact you to assist with drafting your resolution, please email marla.monague@aom.on.ca. AOM members who have never submitted a resolution before are strongly encouraged to connect with an AOM Board or staff member to ensure a strong presentation of your resolution is provided to members prior to the AGM.

Completing a Member Resolution

A resolution should be maximum two pages in length. Each resolution should contain:

- A short, descriptive title that identifies the issue/matter.
- Sufficient information on the background and rationale to allow members to fully understand the issue.
- A concise resolution.
- An assessment of the implications of the proposed direction.
- Comments on implementation and how the contributor will assist in the implementation process.

Choosing an Issue

An issue is appropriate as the subject of a member resolution if:

- It is relevant to all or a segment of midwives and/or Ontario midwifery.
- It falls within the mission statement of the AOM and is within the mandate of the Board of Directors to address.
- The AOM can effectively influence the issue or problem.
- The resources potentially exist to carry out the proposed action or, if not, the necessary resources can be assembled in time to make a difference to the identified issue.

Alternatives to a Member Resolution

If there is an issue that is of importance to you or to midwifery in Ontario, consider whether a member resolution is the most appropriate means of moving the issue forward. It may be more effective to raise your issue at your regional meeting, with an AOM Board member, or with a member of the AOM staff.

Eligible Resolutions

Resolutions may be proposed by voting members in good standing of the Association of Ontario Midwives.

The Board will review all resolutions prior to the publication of the AGM agenda to ensure that all resolutions are eligible to be submitted. As per the *Ontario Not-for-Profit Corporations Act* (see Section 56(6)), the Board has the right to decline the submission of a resolution if:

- (a) the resolution is not submitted to the AOM at least 60 days before the date of the meeting;
- (b) it clearly appears that the primary purpose of the resolution is to enforce a personal claim or redress a personal grievance against the AOM or its directors, officers, or members;
- (c) it clearly appears that the resolution does not relate in a significant way to the activities or affairs of the AOM;
- (d) not more than two years before the receipt of the resolution, the member failed to present in person or by proxy, at an AGM, a resolution that had been included in a notice of meeting at the member's request;
- (e) substantially the same resolution was submitted to members in a notice of a meeting of the members held not more than two years before the receipt of the resolution and the resolution was defeated; or
- (f) the rights conferred to members with regards to resolutions are being abused to secure publicity.

All resolutions deemed by the Board to be eligible, will be included in the AGM agenda for member consideration.

Providing the Background and Rationale

This section should allow members to understand why this is an important issue facing the AOM, allowing members to make an informed decision on whether to support the resolution or not. It is important that the resolution contains a clear and concise outline of the background and rationale for the proposed change or direction, including benefits for the profession and/or clients.

If there is documentation providing more information about the issue or supporting the proposed direction, this should be briefly summarized and referenced. The background should present a clear and persuasive argument without the use of inflammatory language or assertions of fact without referenced support.

If the proposed direction relates to previous member resolutions, existing board policies, or the strategic plan, these should be noted, and the need for a change in direction noted.

You may also want to propose alternative courses of action that could also be effective in achieving the proposed direction.

Drafting the Resolution

The resolution should describe the specific position or action that the Board should take, and be clearly, concisely and simply worded. The action should flow naturally from the background and rationale that you have already provided. However, it should not repeat the rationale provided in the previous section.

The operative clause for this section is “Therefore, be it resolved...”

Analyzing the Expected Implications

In order to allow members to make fully informed decisions, the resolution should contain information on significant potential implications of the proposed direction. These include:

- Financial or other resource implications for the AOM, including an estimate of the amount, either direct expenditure or through increased operating expenses
- Financial or other resource implications for the Ontario government or other bodies
- Changes to the AOM mission, board policies, or the strategic plan
- Any potentially negative implications for the profession and/or clients
- Legislative or policy changes by other bodies, including the College of Midwives of Ontario and the Ontario government

Member Resolution Package

Each member will receive a member resolution package that includes this resolution guide to help prepare a member resolution and provide an overview of the process; and a link to the resolution proposal form.

Assistance

As you prepare your resolution, you are welcome to contact a Board member or AOM staff for assistance and advice by contacting marla.monague@aom.on.ca. Although they cannot help you with research, they can help you to frame the issue so that it is more likely to meet submission requirements.

Submission

The deadline for submitting a member resolution is **February 6, 2019 by 11:00 p.m.** Resolutions must be sent via [Survey Monkey](#).

The on-line submission form will ask:

- Name of Proposer (s):
- Subject of Resolution
- Background and Rationale
- Resolution
- Expected Implications (including financial implications to the AOM and/or members):

The Board will review each resolution submission to determine its feasibility in terms of suitability for action and available resources at the AOM. Assigned Board members will work with resolution proposers to ensure resolutions are suitable for review at the AGM.

Eligible resolutions will be posted in the Members Only area of the AOM web site. Members are encouraged to propose any amendments to the resolution through the AGM process outlined below.

Member Input at the AGM

Your resolution will be distributed to all members in the Annual General Meeting (AGM) package. It is expected that you will be at the AGM to present your resolution. If you cannot be there to present your resolution, you must arrange to have someone familiar with and supportive of the resolution to be present in your place. You must inform the Secretary of the Board of the name of your alternate in writing any time prior to the start of the AGM.

There will be an opportunity at the AGM on **May 6, 2019** for members to comment on resolutions, ask questions, or propose amendments. Members who cannot attend the AGM can request that the Secretary present their views on any submitted resolutions by providing a written summary of their comments to the Secretary of the Board by **April 30, 2019 by 5:00 pm**. Please notify the Secretary by mail or email using the same contact information as noted above for submitting a resolution. The summary of your comments, questions or

amendments should be a maximum of 150 words. Should there be insufficient time to hear from all members who have expressed an interest; the Secretary will select the comments that represent the range of views, questions and/or proposed amendments.

The discussion at the AGM will be chaired by the Secretary of the Board or designate. You will have up to three minutes to present your resolution, and can also provide a brief last statement before the vote. A Board member will take up to two minutes to present the Board comments, if any. The floor will then be open to members to comment, propose amendments or ask questions about the resolution prior to a vote. Members, who choose to speak, will have a maximum of one minute to present their comments. If an amendment is proposed, there can be up to three comments of no more than one minute each from the floor. *(Please note that this time frame can change depending on the number of resolutions received. Those who submit resolutions will be notified closer to the meeting as to the exact time available for speaking to their resolution.)*

The discussion should be a maximum of 15 minutes after the resolution and Board comments are presented, including discussion of any amendments. If there is consensus of the members present the Secretary will extend the time to allow for further discussion. These timelines are to ensure that there is adequate time to hear and respond to all resolutions that might come forward.

Voting

Under the AOM Constitution, the resolution, and any amendments, can be passed by a simple majority of 50% plus one of voting members who vote at the AGM, provided that there is quorum. Members who abstain from voting are still counted as part of the quorum. Proxy voting is permitted at the Annual General Meeting. Members will receive instructions for proxy voting as part of their AGM package.

Board Action

If passed, the Board will consider the resolution and provide a report to the membership at AOM Regional meetings on whether it can move forward with the resolution and how that will occur. If the Board, in its consideration, decides to take action on a resolution, a report will be provided on the outcomes of the action at the subsequent AGM and in the Annual Report.