



CMA Annual General Meeting

Resolutions Policy and Procedures

The purpose of the policy and procedures is to establish a mechanism for receiving resolutions to the Annual General Meeting that will:

- assist members of the CMA in directing its Board of Directors;
 - assist the President of the CMA in chairing its Annual General Meeting.
1. Any resolution from CMA members to the Annual General Meeting must be presented to the Resolutions Committee at least 24 hours prior to the Meeting.*
 2. All resolutions must be in writing and must be moved and seconded by members in good standing who expect to attend the Annual General Meeting. If either the mover or seconder do not expect to be present, they will provide for an alternate to attend the Meeting. Each year, the CMA Board will form a Resolutions Committee for the Annual General Meeting.
 3. All resolutions will be received by a Resolutions Committee which consists of the Officers of the CMA (i.e., President, Vice-President), the CMA's legal advisor and others.
 4. The primary responsibility of the Resolutions Committee is to ensure that:
 - all resolutions are in order, i.e., moved and seconded by voting members, and adhere to the required format;
 - all resolutions are clear and in plain language.
 5. A second responsibility of the Resolutions Committee is to consider the implications and resources required if the resolution were to be adopted as moved, and to advise the President accordingly.
 6. Resolutions may be brought forward on any issue of concern to CMA members, with the following exceptions:
 - a resolution may not focus on only one particular institution or individual;
 - a resolution may not direct the CMA Secretariat;
 - a resolution may not be contrary to CMA policy, the CMA's Constitution and By-law or the Canada Corporations Act.

(Background: It has long been CMA practice to speak for museums and museum personnel as a whole and to avoid becoming an arbiter in any individual problem. The purpose of a resolution is to direct the Board; it is then the Board's role to direct the Secretariat. An example of a resolution that would fall outside of the mandate/purposes of the CMA as stated in the Association's Constitution would be an expression about the war in Bosnia. An appropriate one would be an expression about the destruction of heritage sites in Bosnia.)
 7. A representative of the Resolutions Committee will notify the mover and seconder of any motion deemed inappropriate (as described above) prior to the Annual General Meeting, and will specify the reasons for the ruling.
 8. If a resolution duly made and carried results in a challenge to the priorities established in the approved work Plan, it will be the responsibility of the CMA Board to resolve the conflict in priorities.

* Late resolutions may be considered at the Annual General Meeting provided that a majority of the voting members present agree to do so. *Revised April 1996*