

PROXY VOTING PROCEDURES



PURPOSE

The intention of these procedures is to provide direction on the appointment of a proxy for a meeting where members are entitled to vote but cannot be present.

APPLICATION

These procedures apply to all voting members of Alongside Hope.

DEFINITIONS

Proxy: a person who exercises the voting rights of a member according to instructions received from that member.

Proxy holder: A voting member of the Corporation who will be in attendance at the meeting and exercising a proxy of a member who is not in attendance.

GENERAL DIRECTIONS

- By-Law No.1 Clause 4.09 permits voting members to appoint proxies to attend annual or other meetings.
- All proxy holders must have accessible working email addresses.
- Proxy holders will attend the meeting and act in the manner and to the extent authorized by the member.
- Alongside Hope does not permit abstentions except by reason of conflict of interest which must be declared 24 hours in advance to the Secretary of the Corporation.
- Proxy votes may not be used to establish a quorum.

PROXY VOTING

- In the event where proxy votes are collected, the ballot will be designed in a manner similar to the sample in the Appendix and must be filed with the Secretary of the Corporation at least 24 hours before the beginning of the meeting.
- There can be multiple proxy holders.
- Care will be taken to exclude the possibility of abstentions.

AMENDMENT

These procedures may be amended by the Alongside Hope Executive Committee.

Adoption date: May 2021

Review date: November 2025

Amendment date: November 2025

APPENDIX TO PROXY VOTING PROCEDURES

ALONGSIDE HOPE
Appointment of Proxy

If you cannot attend a meeting and wish to appoint a proxy in your place, you are required to notify the secretary in writing of the name of your proxy.

I, _____

appoint

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_____ (name of person who will attend the meeting) as my **proxy** at the Alongside Hope _____ meeting to be held at a.m./p.m. on _____, 202__ and authorize them to vote on my behalf.

Signature: _____

Date: _____