



# boabc

Serving the Province of British Columbia for over 50 years

<b>TITLE:</b> CHANGES TO OFFICIAL BOABC DOCUMENTS	4.12
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**DATE APPROVED:** September 23, 2006      **SIGNED:** Frankie Victor (Secretary)

**POLICY:**

Any amendment to the BOABC Bylaws and documents using specific references from the Bylaws, in any form, are to be authorized by the President and the Secretary prior to being completed.

**POLICY OBJECTIVE:**

1. To ensure that changes are not made to the Bylaws of the Association without the required approval of the membership.
2. To ensure that wording as amended in the Bylaw is consistent with the wording of the motion adopted by the Members.
3. To ensure that wording used in documents created by BOABC, including those on the Web Site is consistent with the wording used in the adopted Bylaw.

**POLICY JUSTIFICATION:**

The Bylaws of the Association is a legal document created under the authority provided by Bill 39 – 1997 the “Building Officials’ Association Act. As such it is imperative that the wording of the bylaw and requirements contained therein are not amended or changed in any way without a motion being passed by the Members of the Association at an Annual General Meeting or a Special Meeting of the Association as outlined in 10(3) of the Act.

In order to ensure that the Bylaws are maintained and updated only in accordance with motions as adopted by the Membership and to ensure that there are no contradictions or conflicting information within any documents produced by BOABC, it is necessary to limit the ability to make changes to the Bylaws and any other documents which quote requirements from the bylaws.