

POLICY ON CAUCUS CREATION

PURPOSE

The YQueerL Society for Change is dedicated to creating positive change within their community and providing support for the LGBTQ+ community, especially addressing areas that are not being addressed within the current capacity in the current community. Policies are essential in providing substance to this mandate. The purpose of this policy is to clarify the roles and responsibilities of the YQueerL Society for Change Board of Directors, with respect to creating caucuses and standing committees.

PERSONS AFFECTED

The YQueerL Society for Change Board of Directors / The YQueerL Society for Change members.

POLICY STATEMENT

It is the policy of the YQueerL Society for Change Board of Directors that tasks, issues, and objectives that impact the border Lethbridge community be addressed through a dedicated standing committee centred around that task, issue, or objective.

RESPONSIBILITIES

The YQueerL Society for Change Board of Directors to:

- a. Uphold the Society's Bylaws in the creation of and continuation of caucus / standing committee,
- b. Develop Terms of Reference of potential caucus / standing committees, as needed,
- c. Review the Terms of Reference of all potential caucus / standing committee,
- d. Survey the local community to see if the requested need is being met elsewhere, and,
- e. Consider a resolution that would create a caucus / standing committee.

Membership to:

- a. Develop Terms of Reference of potential caucus / standing committees, as needed.

PROCEDURES

Process for Creating a Caucus / Standing Committee

STEP 1: The Board of Directors and/or the membership must develop Terms of Reference. The Terms of Reference should include the name of caucus / standing committee, the central task/topic that the group will address, and who the Chief Officer of the group will be.

STEP 2: The Terms of Reference shall be reviewed by the Board of Directors in consultations with any volunteers that will be implementing the Caucus' / Standing Committee's work.

STEP 3: The Board of Directors shall consider a resolution that would create a caucus / standing committee.

STEP 4: Upon passing of the motion in Step 3 the Caucus / Standing Committee shall be created. In the case of a Standing Committee, the Chair shall be welcomed as a member of the Board of Directors.

Process for Changing a Caucus into a Standing Committee

STEP 1: A Caucus must have already been created through the procedure described prior.

STEP 2: A statutory member of the Society, who currently does not hold an elected position within the Society, has been identified and is willing and able to hold the role of Chair of the Standing Committee.

STEP 3: A motion is brought before the Board of Directors to the effect of:

 THAT the [name of caucus] be reconstituted as a Standing Committee with [name of statutory member] as the committee's Chair.

STEP 4: Upon passing of the motion in Step 3 the Caucus shall be considered a Standing Committee.

Process for Changing a Standing Committee into a Caucus

STEP 1: In the event that a Standing Committee finds itself without a Chair, the Standing Committee will automatically regress to a Caucus. Notice of such regression will be given to the Board of Directors during a regular meeting.

STEP 2: When the Board of Directors receives notice of regression it must consider if the Society shall either:

- 1) Find a new statutory member to act as the Chief by following the procedure described prior, or
- 2) Affirm that the Caucus shall remain a Caucus with the Board of Directors acting as the chief officer of the Caucus, or
- 3) Affirm that the Caucus shall be dissolved and work the task or topic shall stop.

DEFINITIONS

- “Standing Committee” - Shall be a group created and sanctioned by the Board of Directors of the YQueerL Society of Change, organized around one central task or topic, outlined in the standing committee's Terms of Reference, and with an elected Chair acting as the committee's chief officer.
- “Caucus” - Shall be similar to a *Standing Committee* shall be similar in all respects, except that the chief officer of a Caucus will be the Board of Directors.

REFERENCES

- Policy 2 - YQueerL Code of Conduct Policy

REVISION HISTORY

July 26, 2018: New Policy

Appendix A

List of Current Standing Committees

- None.

List of Current Caucuses

- The YQueerL Caucus: Sports & Recreation
- The YQueerL Caucus: Historical Documentation
- The YQueerL Caucus: Ban Conversion Therapy
- The YQueerL Caucus: Trans Children's Issues

Updated: July 26, 2018.

Appendix B

List of Current Standing Committees & Terms of Reference

- None.

List of Current Caucuses & Terms of Reference

List of Current Caucuses

The YQueerL Caucus: Sports & Recreation

Terms of Reference:

The YQueerL Sports & Recreation Caucus shall focus its efforts in providing the LGBTQ+ community of Lethbridge and Southern Alberta with opportunities to participate in recreational sports.

The YQueerL Caucus: Historical Documentation

Terms of Reference:

The YQueerL Historical Documentation Caucus shall focus its efforts in recording and preserving the events, stories, and history of the LGBTQ+ community of Lethbridge and Southern Alberta.

The YQueerL Caucus: Ban Conversion Therapy

Terms of Reference:

The YQueerL Conversion Therapy Caucus shall focus its efforts in advocating to have conversation therapy made illegal Provincially and Federally law.

The YQueerL Caucus: Trans Children's Issues

Terms of Reference:

The YQueerL Caucus for Trans Children's Issues shall focus its efforts in advocating for the improvement of the treatment of Trans Children by institutions at the Municipal, Provincial and/or Federal level

Updated: July 26, 2018.