



## POLICY

Title of Policy	Receiving and Responding to Member Input
Policy Number	4.6
Category	Membership
Approval Body	Board of Directors
Approval/Effective Date	January 2025
Proposed Date of Review	January 2026

### CONTEXT AND PURPOSE

This policy is established pursuant to section 2 of the Bylaws of Meant 2B Loved Pet Rescue Society ("M2BL" or "Society").

The purpose of this policy is to provide additional detailed guidance to Members, the Board of Directors and employees related to written submissions or communications made by Members with respect to the affairs and business of the Society and/or the prevention of cruelty to animals or the promotion of animal welfare.

M2BL will apply this policy in accordance with its Bylaws, applicable laws and Society policies. In the event that this policy conflicts with any of the above, such other document will prevail to the extent of the conflict. In the case of any ambiguity in the interpretation of this policy or a matter arising out of it, the Board will determine the matter and the Board's determination is final.

### SCOPE

These guidelines and procedures apply to all volunteers, employees, and board members of Meant 2B Loved Pet Rescue Society involved with the intake of animals.

### DEFINITIONS

In this policy, the following definitions apply:

- i. "AGM" means the Annual General Meeting of the Society;
- ii. "Board" means the Board of Directors of M2BL;
- iii. "Member" means a Member in good standing of M2BL in accordance with

## **POLICY STATEMENTS**

### **1. PROCEDURES FOR RECEIVING AND ADDRESSING INPUT AND COMMUNICATION FROM MEMBERS**

- 1.1 M2BL recognizes that Members are a stakeholder in the effective administration of the affairs and business of the Society and that Members have an interest in helping to promote the improved welfare of animals.
- 1.2 The Society further recognizes that Members may, from time to time, wish to communicate with the Society with respect to its functioning or to advocate on behalf of a particular animal welfare concern. The Society welcomes such discussion and through this policy, seeks to establish the necessary procedures to ensure the views of its Members are appropriately and constructively considered.
- 1.3 Members wishing to advocate for increased society involvement in a particular area of animal welfare or wishing to express their views with respect to the business affairs of the Society are required to provide their input in writing, along with any supporting information, to [membership@meant2blowedpetrescue.com](mailto:membership@meant2blowedpetrescue.com)
- 1.4 Upon receipt, the submission will be:
  - 1.4.1 Acknowledged in writing by the Recording Secretary or designate within seven (7) days of receipt;
  - 1.4.2 Reviewed to confirm that the submission is not unlawful, contrary to the society's Constitution or bylaws, defamatory or likely to result in harm to the society's Reputation or to incur undue liability;
  - 1.4.3 Subject to 1.4.2. Above, if the matter is purely operational in nature, forwarded to a Member of staff for a written response within ten (10) business days of receipt; and
  - 1.4.4 The Board will review the submission and provide a written response to the member in due course.
- 1.5 Voting members in good standing who wish to submit a proposal, including a matter for discussion or for resolution at an AGM of the society are required to comply with the requirements under bylaw 2.10 and the policy on member proposals.

## RELATED POLICIES AND SUPPORTING DOCUMENTS

- 4.1 [Membership Policy](#)
- 4.2 [Application and Acceptance of Membership](#)
- 4.3 [Access to Membership Roster](#)
- 4.4 [Member Proposals](#)
- 4.5 [Requisition of an Extraordinary General Meeting](#)