

Overview - Special General Meeting

The term “special” in “special general meeting” does not refer to whether the meeting is to consider approval of a special resolution. It is “special” because it is a meeting called in addition to the number of meetings specified in a co-op’s Rules.

Rule 14.4 *Frequency of general meetings* sets out how many general meetings must be held in your co-op each year. Generally, co-op Rules require the Annual General Meeting (AGM) and the Semi-Annual General Meeting (SAGM).

Other than the required meetings, the Directors may call a special general meeting when they think fit. For example, if your Rules require two general meetings per year and your board called a third meeting, that meeting would be a special general meeting.

Some examples of why a co-op board might call a special general meeting include:

- to approve policies
- to approve the Asset Management Plan
- to change the co-op’s Rules
- to hold a by-election to fill a board vacancy
- to consider appeal of termination of membership
- to remove a director(s)
- to provide an update on co-op projects or to provide board clarification on issues or concerns (note also use of Information Meetings for this purpose)
- to seek member input on co-op initiatives (note also potential use of Town Hall Meetings for this purpose)

Members can also require the board to call a special general meeting through a meeting requisition if enough members make the request in writing – see **Rule 14.5** and the specific requirements set out in the Cooperative Association Act. Members may requisition meetings to receive board clarification on co-op issues or to remove a director(s) (when the board has already refused to call a meeting at their request).