

## **SCHEDULE B**

### **Proposed Work party policy & procedure**

1. 1st or 2nd Vice President would be in charge of work party hours - the WPVP (work party vice president)
2. On the first of each month the WPVP sends a note to all members asking them to send in any hours completed by members for work done or meetings attended to the appropriate Committee Head.
3. By the 7th of the month the Committee heads would send a report of their committee's hours to the WPVP - this should include dates and tasks done or mtgs attended.
4. By the 15th of the month the WPVP sends a spreadsheet out to all members showing hours completed as reported by the Committee heads.
3. Meetings would be credited a max. of 1 hour each, work would be straight time.
4. If there are any discrepancies or hours missed the member can consult the committee head. Any missed hours must be reported by the end of the month or they are lost.
5. The WPVP will also hold at least two all Beach work parties per year, consulting with committee heads on what needs to be done. Committee heads can call additional work parties for their group or the whole Beach as needed.

### **Responsibilities**

**Shareholders** - responsible for doing their hours; reporting their hours to committee heads.

**Committee heads** - responsible for reporting committee members hours to WPVP; holding meetings and work parties as necessary; letting WPVP know tasks that can be done at all Beach work parties

**WPVP** - responsible for sending reminder to report hours on the first of the month, compiling work party hours as reported by Committee Heads; reporting out to members on hours completed monthly; calling a minimum of two work parties for year

### **Hours per year per share required and penalties**

# of hours required per year per share - 20

Fine for not completing 20 hours per year - \$50.00/hour

Motion that: Effective retroactively for the 2011 work year, work party hours be transferable under the following conditions:

1. that it is clearly stated when work is performed, and subsequently when reported to the appropriate committee, for which lot/share the donated hours are to be credited.
2. under special circumstances, such as on the occasion of unexpected dire illness or family disaster, a bona fide Brighton Beach committee may decide by committee vote to allocate a

specific number of its submitted work hours to the lot/share so afflicted. This decision must be made by the final submission date for work hours and reported appropriately.

3. For the 2011 year, a grace reporting period for transferable hours be extended to two weeks after the passage of this motion or a friendly amendment to it.

Moved 

16 in favour, 1 against. Motion carried.

(February 2012 Directors meeting)