



YMAC Rule Book Dispute resolution process

18.1 Parties to dispute

This rule sets out the steps which must be taken to try to resolve any disagreement or dispute about the affairs of the Corporation or how the Act or the Corporation's constitution applies, which arises between:

- (a) members
- (b) members and directors,
- (c) directors or
- (d) applicants for membership.

18.2 Informal negotiations

If a dispute arises, the parties must first try to resolve it themselves on an informal basis.

18.3 Giving of dispute notice

- (a) If the dispute is not resolved in accordance with rule 18.2 within 10 business days, any party to the dispute may give a dispute notice to the other parties.
- (b) A dispute notice must be in writing, and must say what the dispute is about.
- (c) A copy of the notice must be given to the Corporation.
- (d) The board of directors that receives a dispute notice must make a reasonable effort to help the parties resolve the dispute within 20 days after the Corporation receives the dispute notice and must in this regard:
 - (i) Invite the aggrieved person to attend a meeting with them at a time and place convenient to all parties;
 - (ii) Invite the aggrieved person to submit, before the meeting, such evidence with respect to the subject of the dispute, as the aggrieved person sees fit; and
 - (iii) State that the aggrieved person may, in lieu of attending the meeting referred to in Rule 18.3 (d) (i), make written submissions to the board, prior to that meeting.



18.4 Decision at the Meeting

- (a) At the meeting referred to Rule 18.3 (d) (ii) the directors shall, on the basis of all the material before it, make a decision about the matter in question and shall pass a resolution setting out its decision and record that resolution in the minutes.
- (b) The directors shall, within seven (7) days of the decision made pursuant to Rule 18.4(a), forward to the aggrieved person a letter advising the applicant of its decision.
- (c) If the applicant wishes to review the decision, the aggrieved person may request that the dispute is resolved by the general meeting.

18.5 Seeking assistance from the Registrar

- (a) If a dispute or any part of a dispute relates to an issue arising out of the meaning of any provision of the Act or the Corporation's rule book, the directors or any party to the dispute may seek an opinion from the Registrar about the correct meaning of the relevant provision.
- (b) The Registrar's opinion will not be binding on the parties to the dispute.

18.6 Referring dispute to general meeting

When passing any resolution about a dispute, the members in the general meeting are subject to the Act and these rules.