

**Constitution and By-Laws Committee
Minutes of January 26, 2011
CAPE National Office
Boardroom
3:15 p.m.**

Present: M. Zinck (Chair), S. Mullen, A. Picotte, C. Poirier, C. Danik and D. Martin.

Apologies: None.

1. Approval of Agenda

C. Poirier added "Discussion of membership for Committees".

Decision by consensus: to approve the agenda, as amended.

2. Approval of Minutes

Decision by consensus: to approve the minutes of the December 8, 2010 meeting.

3. Locals Discretionary Spending Authority Policy

The policy was submitted to the NEC for approval.

4. Policy for NEC and sub-committees to conduct an email vote

Send to NEC for approval.

5. Constitutional amendment - Duties and responsibilities of members of the NEC

Send to NEC for approval.

6. By-Law X.XX – Suspension due to Absenteeism

This item was tabled.

7. Process for NEC and members to submit constitutional amendments.

- Several amendments were made
- verify Section 30 and 35 of the constitution
- add a challenge function
- Refer to past legal opinions, if any

8. Findings/recommendations from legal counsel in regards to review of the Constitution and By-Laws

Tabled. (C Poirier/C Danik)

9. Discussion of membership for Committees

To be discussed at next meeting.

10. Items for next agenda

1. Number of signatories required to organize an AGM or SGM for a petition - look at a percentage of the membership as of fiscal year end and round down the number.

2. New clause for Article 35 - NEC members cannot submit or sponsor a petition

11. Date of next meeting

The next meeting is scheduled for February 23, 2011.

12. Adjournment

The meeting adjourned at 4:55 p.m.