

**Constitution and By-Laws Committee Minutes
December 5, 2012
CAPE National Office
Boardroom
5:30 p.m.**

Present: S. Mullen (Chair), S. Gagnon, N. Giannakoulis, L. Haméon, A. Kurikshuk-Nemec, A. Picotte, D. Martin.

Apologies: T. Bujaczek, D. Petriu, C. Poirier, C. Danik.

1. Approval of Agenda

S. Mullen requested to add "Items for future".

There was a **consensus** that the agenda be approved, as amended.

2. Approval of Previous Minutes

It was moved by S. Mullen, seconded by S. Gagnon, that the minutes be approved.
Motion carried unanimously.

3. By-Election process to fill vacant NEC positions

- It was requested to find out how much it costs to hold an electronic vote.

Action: D. Martin

4. a) Update on the review of Local By-Laws

This work is ongoing.

4. b) Draft provision that Locals with 500 members must have By-Laws

This work is ongoing.

5. Draft By-Laws for electronic voting process

This item was **deferred**.

6. Article 19 – Removal from office

The legal opinion was provided. It was agreed to wait until the next meeting to see if the Committee wishes to invite legal counsel. The item was **deferred**.

7. Process for becoming a steward

This item was **deferred**.

8. Items for future

S. Mullen provided a few issues that have been raised to him

- a)** Solemn declaration - does this also apply to members of committees and sub-committees?
- b)** Timing of voting on By-Law and Constitution amendments – in the future should we provide rationale/explanation of the amendments and should we allow for a question and answer period prior to voting?
- c)** Resolutions from outside of NEC with monetary issues – how should these resolutions be dealt with – should the Finance Committee review first? Should there be a special levy to support it?

9. Review of Constitution and By-Laws by legal counsel

This item was **deferred**.

10. Adjournment

The meeting adjourned at 6:25 p.m.