

**Constitution and By-Laws Committee Minutes**  
**April 10, 2013**  
**CAPE National Office**  
**Boardroom**  
**5:30 p.m.**

**Present:** S. Mullen (Chair), T. Bujaczek, S. Gagnon, N. Giannakoulis, L. Haméon, A. Kurikshuk-Nemec, A. Picotte, D. Petriu, C. Poirier, D. Martin.

**Apologies:** C. Danik.

**1. Approval of Agenda**

S. Mullen requested to add “NEC’s role in bargaining” as item 8 a)”.

Motion: It was moved by C. Poirier, seconded by L. Haméon, that the agenda be approved, as amended. Motion carried unanimously.

**2. Approval of Previous Minutes**

Add under item 3 a) at the end of the second paragraph the following “as moving it will not ensure a more forward-looking approach.”

**Consensus:** approve minutes as amended.

**3. Framework for Local By-Laws**

Review of the framework commenced.

**4. Draft By-Law for electronic voting process**

- What is meant by “accommodation” in 3.18 – clearer definition is required
- What kind of verification do we want to have?
- Need clearer language
- Need further time to look at this

**Action:** have the current By-Law for the next meeting

**5. Solemn Declaration for Committee members**

- What is the definition of internal matters
- Are Committee members considered officers of the Association

I will faithfully, and to the best of my abilities, fulfill the duties and responsibilities incumbent upon me ~~as an officer~~ and will **always keep not disclose any** confidential ~~all internal~~ matters concerning the Association that are brought to my attention.

**Consensus** to approve the above amendments

**6. Timing of presenting resolutions to members**

If resolutions are provided in advance to the membership in order to solicit comments then the author of the resolution should be allowed to amend the resolution accordingly.

**Action:** S. Mullen will draft text for the next meeting.

## **7. Resolutions with monetary implications**

- Who would flag resolutions that have monetary implications – should it be the resolutions or finance Committee?
- Who would be responsible for costing out the item(s)?
- Staff could assist authors with costing

**Action:** S. Mullen will modify table and bring it back for review at the next meeting.

## **8. Policy on input to NEC**

This item was tabled.

### **8 a) NEC's role in bargaining**

It was requested that clause 14. 2 of the Constitution be reviewed as it is not the bargaining unit that submits the names of volunteers to the bargaining Committee.

This clause will need to be amended according to the correct procedures.

**Action:** S. Mullen will draft an amended clause.

## **9. Adjournment**

The meeting adjourned at 8:10 p.m.