

Constitution and Bylaws

Local 3903
Canadian Union of Public Employees (CUPE)

Last amended July 2003

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Article 1: Name

The name of this union shall be The Canadian Union of Public Employees, Local 3903, York University, herein referred to as 'the local'.

Article 2: Objectives

The objectives of this local are as follows:

- (a)** To protect, maintain, and advance the interests of the members of the local.
- (b)** To regulate the relations between the employer and the employees by means of collective bargaining and joint consultation.
- (c)** To improve the quality of education at York University by means of active participation in the determination of teaching methods, curriculum, and course content.
- (d)** To develop and maintain professional standards of skill and maintain fair rates, terms and conditions of employment for its members in recognition of their skill, and ensure them work opportunities within its jurisdiction.
- (e)** To work for social justice within the labour movement and to defend sections of the working class who are not protected by collective agreements, such as non-unionized, unemployed and unpaid workers.
- (f)** To do all things necessary to the attainment of the above objectives.

Article 3: Intent

Each member of this local agrees to be bound by the provisions of these bylaws and any amendment(s) thereto.

Article 4: Organizational Structure

The structure of the local shall consist of the following, all hereupon described:

- (a)** The membership
- (b)** The executive committee
- (c)** Steward's council

(d) Caucuses

Members of groups discriminated against on grounds enumerated in article 2 of the 1987 Ontario Human Rights Code may choose to form exclusionary caucuses as per article 17 of that Code. Caucuses can work toward new policy or on the basis of already existing policy but they cannot contravene the union's bylaws. Caucuses also must not act so as to undermine the policies duly-enacted by the general membership. Once a caucus has been recognized by the executive committee any motion brought to the executive committee by that caucus shall be considered moved and seconded.

(e) Committees

Committees of the executive committee may be formed to make specific recommendations to the executive committee on any given issue. Committees of the general membership may also be formed, open to all members in good standing. Committees can work toward new policy or on the basis of already existing policy, but they cannot contravene the union's bylaws, and must not act so as to undermine the policies duly-enacted

by the general membership. Except in the case of committees of the executive committee, members of all committees within the local shall be elected at a general membership meeting, or be appointed by the executive committee on a pro-tem basis in the case of vacancy. Once a committee has been recognized by the executive committee, any motion brought to the executive committee by that committee shall be considered moved and seconded.

(f) Working groups

Working groups are organised by the general membership to carry out the political work of rank and file members. Working groups are open, self-determined, and autonomous.

Article 5: Membership

The membership of the local shall be comprised of:

(a) Unit 1 members which consist of all part-time employees registered at York University as full-time graduate students and employed in teaching, demonstrating, tutoring, or marking, and;

(b) Unit 2 members which consist of all employees of York University employed in teaching, demonstrating, tutoring or marking save and except:

(i) all persons who are employed in the Faculty of Law, the Faculty of Administrative Studies, the Department of Administrative Studies in Atkinson College, the Centre for Continuing Education, or in courses intended primarily for students who are not registered in a degree credit program;

(ii) all full-time graduate students registered at the university;

(iii) all persons holding part-time appointments at or above the rank of lecturer;

(iv) persons whose salaries are paid for from other than operating funds;

(v) persons holding full-time academic appointments at the university;

(vi) persons employed in a confidential labour relations capacity.

(c) Unit 3 members which consists of all employees registered at York University as full-time graduate students who are members based on the Ontario Labour Relations Board Decision 0178-98-12, or based on any subsequent negotiations between the employer and the employees, or Ontario Labour Board rulings

(d) No person otherwise eligible for membership in the local shall be admitted to membership if she has been fined, suspended, or expelled from the national or any local of CUPE until she has complied with the terms of such fine, suspension, or expulsion.

(e) No person shall be excluded from membership because of race, colour creed, national origin, nationality, citizenship, ancestry, sex or sexual preference, transsexual transition status, gender expression and gender identity, marital or parental status, number of dependents, family, relationships, place of residence, religious or political beliefs, political or religious affiliation, political or religious activities, physical handicap or disability, or criminal record.

(f) Any member whose employment terminates may maintain her membership for twelve months following the termination of her last contract.

Article 6: Dues and Assessments

(a) The regular monthly dues shall be established or altered by the membership of the local only at a general membership meeting, provided that at least seven (7) days notice at the previous meeting or at least sixty (60) days written notice has been given.

(b) Special assessments may only be levied in accordance with the rules and procedures set out in the CUPE Constitution.

Article 7: Governing Authority

(a) The affairs of the local shall be in accordance with the national CUPE Constitution and the bylaws of the local.

(b) The bylaws of the local shall not be in conflict with those of the national CUPE Constitution.

Article 8: Voting

(a) At all meetings of the local every member in good standing shall be entitled to one vote on any issue except where prohibited by the Labour Relations Act.

(b) Except as prescribed herein, voting shall be by show of hands, and a majority of those present shall determine an issue.

(c) A secret ballot shall be used when voting for:

(i) elections;

(ii) ratification of a collective agreement;

(iii) amendments to the bylaws;

(iv) strikes;

(v) regular dues and special assessments (secret ballot only where ordered by a membership vote).

(d) When a secret ballot is required, one ballot shall be issued to every member in good standing who registers during voting hours, and such ballot shall be deposited upon completion by that member in a sealed box provided for that purpose.

(e) A ballot box shall be available at the general membership meeting or special membership meeting called for the purposes of any secret ballot and shall be available again at the times and places specified in clause (f) below. Except in the cases of voting on the by-election of officers, bylaw amendments, and regular dues or special assessments, ballots shall be available for two hours after the meeting.

(f) Further to balloting:

(i) in the case of (c)-(i) and (v) above ballots may be cast only after the relevant item of business (elections or dues) has been cleared on the meeting agenda; in the case of (c)-(ii) though (iv) above voting shall begin from the time the chairperson declares at the general membership meeting or special membership meeting that balloting shall commence;

(ii) additional locations and times of balloting shall be as follows:

ELECTION OF OFFICERS: ballots shall be available for two days following the meeting at a central main campus location from 9am to 5pm and for one day at the Glendon campus from 11am to 3pm;

BY-ELECTION OF OFFICERS: ballots shall be available on the day following the meeting at the union office from 11am to 3pm or another central campus location as decided by the executive committee;

BYLAW AMENDMENTS: ballots shall be available only at the meeting;

REGULAR DUES: ballots (if applicable) shall be available only at the meeting;

SPECIAL MEMBERSHIP ASSESSMENTS: ballots (if applicable) shall be available only at the meeting;

STRIKE VOTE: ballots shall be available for the two days following the first strike vote meeting at a main campus location determined by the executive committee from 9am to 5pm and at the Glendon campus for at least two hours following the meeting at that location;

RATIFICATION VOTE: except during a legal strike ballots shall be available for the day following the meeting at a main campus location determined by the executive committee from 9am to 5pm and at the Glendon campus the day following the meeting from 11am to 3pm; during a legal strike ballots shall be available only at the meeting and for two hours after.

(g) This article shall be applicable to and read in conjunction with articles 14, 17, 18, 20, and 21.

(h) Security:

(i) except in those cases that do not require voting the following day(s), the ballot box(es) shall be held overnight in the personal care of one of the scrutineers from the time balloting ceases the night of the meeting until the commencement of balloting the following morning;

(ii) the counting of the ballots shall commence immediately following the balloting and, upon completion, the decision shall be given to the chairperson by the scrutineers.

(i) The following positions shall be elected only by the members of the bargaining unit represented: Bargaining team members Labour Management Committee members

(j) The scrutineers shall issue ballots to those members in good standing who register to vote during voting hours.

(k) The scrutineers shall, upon the completion of balloting, count the ballots and advise the chairperson of the number of ballots cast for each nominee. The nominee obtaining the highest number of ballots shall be the successful candidate for that position.

(l) Further to balloting:

(i) except during a legal strike, when a vote is required for the purpose of ratification or the termination of the strike, upon receiving the results of the balloting, the chairperson shall inform the membership at the next membership meeting and/or by posting the results on union notice boards in the university;

(ii) during a legal strike, when a vote is required for the purpose of ratification or the termination of the strike, the chairperson shall inform the membership of the results of the balloting as soon as possible.

(m) At the conclusion of the elections and upon completion of the counting of the ballots by the scrutineers the ballots shall be destroyed.

Article 9: Executive Committee

(a) The executive committee of the local shall consist of the following:

Chairperson
Secretary/Research Officer
Treasurer Communications Officer
Women's Caucus Chair(s) (elected by the women's caucus)
Vice President Unit 1
Vice President Unit 2
Vice President Unit 3
Chief Steward Unit 1
Chief Steward Unit 2
Chief Steward Unit 3
Grievance Officer

Election to these positions is subject to a number of conditions:

- (i) positions with a unit-specific designation can only entertain nominations from members of that unit. If no member is willing to stand, the position remains vacant until such time as a member of that unit is willing to come forward;
- (ii) the grievance officer position is reserved for a Unit 2 member, unless no member from that unit is willing to stand, in which case any unit member may be nominated.
- (iii) despite restrictions on nominations, all members vote for all positions (except the women's caucus chair) regardless of unit membership.

(b) Upon her election, each executive committee member shall take the following oath:

"I promise to uphold and obey the Constitution and duly authorized policies of the Canadian Union of Public Employees, and the bylaws and duly authorized policies of this local, and to fulfill the obligations and responsibilities of my office to the best of my ability, and to promptly deliver to my successor all monies, records, and other property of the union in my possession at the close of my term in office."

(c) The executive committee shall be the governing body of the local between membership meetings. It shall take such actions and render such decisions as may be necessary to fully carry out the decisions and instructions formulated at membership meetings of the local. It shall enforce the bylaws and the provisions of all agreements between the employer and the employees and shall coordinate affairs between the CUPE national and the local.

(d) The executive committee shall have authority to set the dues charged to its members upon approval by a majority of members voting at a membership meeting in accordance with articles 6 and 8 of these bylaws.

(e) No assessment of any kind shall be imposed by the local on its members unless and until such assessment has been approved by secret ballot by a majority of members voting at a regular or special membership meeting called for that purpose in the manner prescribed in articles 6 and 8 of these bylaws.

(f) Notice in writing shall be given to each member in good standing of the amount of the proposed dues rate or assessment not later than seven (7) days in advance of such a meeting.

(g) A majority of members of the executive committee shall constitute a quorum for the transaction of business.

(h) Further to article 14 on elections, the executive committee shall not have the authority to remove from office any executive committee member elected by the general membership. However, by a two-thirds majority, the executive committee may censure any one or more of its members for specific reasons, and any such decision, along with the names of the executive committee members voting for and against shall be recorded in the minutes as an executive committee motion. Abstentions will be recorded but will not count in the calculation of the two-thirds majority. By a similar vote, the executive committee may direct that a special membership meeting be called (as per article 12) to consider the recall of any executive committee officer except the chair(s) of the women's caucus. If the recall of the chairperson of the executive committee is at issue, a chief steward council shall chair the special membership meeting. Recall of any executive committee member, except the chair(s) of the women's caucus, can also be initiated by the membership if a petition is signed by not less than twenty-five members in good standing calling for such action. Then, at a special membership meeting to consider the recall of an executive committee member, a two-thirds majority of those present (not counting abstentions) would be required to remove the member from office. In the event of a recall, nominations for the position would be opened and an election held as per article 13. Any officer elected in this manner would hold their position until the regular election in March. If the removal of the chair(s) of the women's caucus is at issue, the executive committee, by a two-thirds majority vote (not including abstentions), may direct the women's caucus to hold a special meeting to consider the recall of its chair.

Article 10: Officers

CHAIRPERSON

(a) The Chairperson shall be responsible for the logistics regarding general membership meetings and executive committee meetings, and facilitate those meetings if there are no other facilitators.

(b) The Chairperson shall help organise the day to day operations of the local. She shall work with the staff and shall normally act as their supervisor, as per the CUPE 1281 collective agreement. She shall help with the organisation of the office space.

(c) The Chairperson shall facilitate the smooth functioning of the executive committee. She shall assist the Vice Presidents with internal and external work, as required. She shall also assist the Treasurer to account for the funds of the local.

(d) For the purposes of the CUPE Constitution, this position is akin to "President"

SECRETARY/RESEARCH OFFICER

(a) The Secretary/Research Officer shall keep a correct, full and impartial account of the proceedings of each meeting of the executive and the membership in a bound minute book or file which shall be kept in the union office.

(b) The Secretary/Research Officer shall keep an accurate record of the membership of the local, including the original certification application and those membership cards, which shall be kept on file in the union office. She shall be responsible for recording all executive meetings and for the filing and maintenance of executive and membership meeting minutes. In addition, the Secretary/Research Officer shall be charged with the responsibility of compiling and maintaining a policy book of the various policies passed by both general membership meetings and the executive. For the purposes of the CUPE Constitution, this position is akin to the 'Recording Secretary'.

(c) The Secretary/Research Officer shall be responsible for performing or arranging specific research tasks required by the executive and/or the membership.

TREASURER

(a) The treasurer shall be responsible for keeping the financial records of the local, giving receipts for all money received, and making the local's books and records available to the trustees. She shall also be known as the 'secretary-treasurer'.

(b) She shall keep a continuous record of all dues payments and special assessments. She shall deposit all monies in the form in which they are received in an appropriate account with chequing facilities as the executive may direct in the name of the local.

(c) The treasurer shall pay all the bills authorized for payment by the executive and/or membership.

(d) The treasurer shall, in conjunction with the chairperson, have authority to sign all cheques approved by the executive.

(e) The treasurer shall report monthly to the executive.

(f) Upon request of the chairperson or the executive, the treasurer shall submit to them, within thirty days, all record books and vouchers, all receipts, cheques and bank statements issued and received along with a detailed written report covering all expenditures and disbursements of the local's funds.

(g) The treasurer shall conduct the financial affairs of the local in conformity with accepted accounting practices and such instructions as may be issued under these bylaws.

(h) The treasurer shall, under the direction of the executive, ensure that the financial records of the local are audited by an independent auditor once per year.

(i) The treasurer shall forward all funds owing to the national secretary-treasurer no later than the last day of the following month.

(j) The treasurer (and all other officers authorized to sign on behalf of the union) must be bonded through the master bond held by the national office; any treasurer who cannot qualify for the bond shall be disqualified from office and a new election held.

(k) The treasurer shall, upon termination of office, surrender all books, records, and other properties of the local to her successor.

VICE PRESIDENT UNIT 1/VICE PRESIDENT UNIT 2/VICE PRESIDENT UNIT 3

These positions shall be responsible for reporting to the executive on all matters of concern or interest within and outside the university. They shall liaise with other university, union, student and other organizations, both within and outside the university, and help facilitate the activity of all union committees, including the Labour Management Committee.

CHIEF STEWARD UNIT 1/CHIEF STEWARD UNIT 2/CHIEF STEWARD UNIT 3

These positions shall be responsible for the mobilization/coordination of all departmental/divisional stewards from all units, and for the calling of all stewards' council meetings. They shall report to the executive on all business conducted at the stewards' council meetings, including all recommendations for executive decision or action.

COMMUNICATIONS OFFICER

The communications officer shall be responsible for the compilation and publication of the local newspaper, and for all such publicity and information as decided by the executive.

GRIEVANCE OFFICER

The grievance officer shall be responsible for the handling and processing of all grievances and for the administration of the collective agreements, in concert with the grievance committee. The grievance officer shall also participate in educating members about the collective agreements, how they work, and how they should be enforced.

CHAIR(S) OF THE WOMEN'S CAUCUS

The chair(s) of the women's caucus is (are) responsible for the coordination of that caucus' activities. The chair(s) organize(s) regular caucus meetings during the academic year, represent(s) the caucus at national women's committee meetings, and liaise(s) with other women's organizations in an effort to improve the position of women at York University and within the labour movement. In the event that two women's caucus co-chairs are elected, both shall have a vote and both shall receive full honoraria.

TRUSTEES

(a) The local shall have three trustees. Trustees shall be elected, one per year at the Annual General Meeting, to overlapping terms of three years. No member may hold trustee and executive positions simultaneously. If a trustee cannot fulfill her term, or ceases to be a member of the local, an election shall be held to fill the post for the time remaining. Elections and voting shall be conducted as set out in articles 8 and 14 of these bylaws. A new trustee, though elected at the March AGM, will not take up her position until after the current trustee team delivers their report to the April General Membership Meeting.

(b) The trustees shall act as an auditing committee on behalf of the members and audit the books and accounts of the treasurer and inspect/examine all properties, bonds or other assets of the union at least once a year. In addition, the trustees shall take up any other concerns as directed by the membership.

(c) Following the completion of their audit, the trustees shall make a written report of their findings to the April General Membership Meeting.

(d) The trustees shall submit their concerns and/or recommendations to the executive in writing.

(e) The trustees shall send copies of all the above reports, along with any executive responses, to the national office.

Article 11: Stewards' Council

(a) There shall be a stewards' council normally consisting of at least three members in good standing from each hiring unit or department/division in the university.

(b) The stewards' council shall be responsible for ensuring that the administration of the university is complying with the collective agreements. The stewards' council shall also ensure that there is ongoing organizing and coordination within the hiring units or departments/divisions as well as open communication with members.

(c) Members in good standing in each hiring unit or department/division shall elect their stewards once a year.

(d) Each department/division steward shall hold in strict confidence all information pertaining to any complaint or grievance she becomes aware of, and shall reveal such information only to the grievance officer, the chief stewards of council, and the stewards' council.

Article 12: Women's Caucus

The women's caucus is open to all women members of the local. Women, who are the primary targets of sexism, must define for themselves how best to organize to eradicate sexism. The women's caucus will work to improve the situation of women at York University, in the local, and in the trade union movement as a whole.

Article 13: Membership Meetings

(a) General Membership Meetings shall normally be held once a month throughout the year.

- (b)** Written notice of membership meetings shall normally be mailed to every member and posted on all union notice boards in the university and shall set out the agenda of the meeting. Where written notice is impractical, the executive committee shall endeavor to inform the membership about the meeting by posting notices.
- (c)** Special membership meetings of the local may be called at any time by a majority vote of the executive, or upon written petition signed by not less than twenty-five members in good standing.
- (d)** Written notice of special membership meetings shall be mailed to every member and shall be posted on all union notice boards in the university setting out the purpose of the special meeting.
- (e)** Special membership meetings must be called not later than fourteen days after receipt of a petition of the members as prescribed herein.
- (f)** Twenty members in good standing shall constitute a quorum at a membership meeting for the legal transaction of business.
- (g)** The executive shall call an annual general meeting (AGM) in March of each year for the purposes of reporting to the membership on the business transacted during the year and for the election of officers.
- (h)** At the AGM the treasurer shall submit to the membership a full financial report of the year, together with copies of the auditor's report.
- (i)** At the AGM the treasurer shall submit to the membership a proposed budget for the coming year for approval.
- (j)** The women's caucus shall have autonomy in allocating the budget provided to it without interference from the general membership, although the budget shall be presented to the AGM when the local's budget is presented for approval.

Article 14: Elections

- (a)** The annual election of officers as herein required shall take place by the first week of March each year, with elections no less than two days in length and commencing immediately following the close of the campaign period. Election of officers shall also take place to fill vacant or recalled positions as necessary.
- (b)** The newly elected officers shall take office on the day following their election, except for the trustee, who will take office after the April GMM where the current trustees present their report.
- (c)** The executive shall set the dates, times and places for elections.
- (d)** A chief electoral officer and an assistant shall be elected at a GMM. These officers shall serve for the executive committee election, and for all by-elections throughout that executive committee's elected term. Current members of the executive are ineligible for these positions. Additionally, election officers may not run for executive positions in the election for which they serve.
- (e)** A formal nomination period of not less than two weeks shall be established by the first week of February each year. Eligibility for nomination shall be subject to the conditions and restrictions set out below, as well as those set out in article 9 (a), sub-clauses (i) through (iii).
- (f)** Nomination for any position must be signed by the nominee and by two additional members in good standing and addressed to the chief electoral officer. Nominations must be brought to the union office during the nominations period. Each nominee must also record his/her nomination by signing the register that is to be publicly displayed next to the nomination box.
- (g)** Only members in good standing can be nominated and no member may sign more than one nomination for her own candidacy in the same nomination and election period.
- (h)** If at the end of the nomination period only one candidate is nominated, the chairperson, on the advice of the chief electoral officer, shall declare the position filled by acclamation.
- (i)** For any contested position, a formal campaign period of not less than ten

days shall be established by the third week of February of each year and shall commence immediately following the close of the nomination period.

(j) A membership meeting shall be called at the beginning of the election period to introduce the candidates. Voting shall begin at the end of the meeting.

(k) The chief electoral officer shall appoint scrutineers or, if the number is insufficient, the membership present at the meeting shall elect, or upon a motion and decision by simple majority the chair may appoint, two scrutineers from the membership present, neither of whom shall be the chairperson or any of the nominees, to scrutinize the full election.

(l) The scrutineers shall issue ballots to members in good standing who register during voting hours, and such ballots shall be deposited upon completion by members in a sealed ballot box provided for that purpose (as prescribed in article 8).

(m) The scrutineers shall, upon completion of the balloting, count all the ballots and advise the chairperson of the number cast for each nominee. The nominee obtaining the highest number of ballots shall be the successful candidate for that position.

(n) Upon receiving the results of the balloting, the chairperson shall inform the membership at the next general membership meeting and/or by posting the results on union notice boards in the university.

(o) The aforementioned procedures shall apply to each contested position until all are filled.

(p) At the conclusion of the elections and upon completion of the counting of the ballots by the scrutineers the ballots shall be destroyed.

(q) These election procedures shall not include the selection of the chair(s) of the women's caucus. The women's caucus shall select its chair(s) in February of each year and shall do so in a democratic manner.

Article 15: Vacancies

(a) Should any officer resign or fail to attend three consecutive meetings of the executive without acceptable reason for their absence or fail to attend a majority of the meetings of the executive over a three-month period without acceptable reasons for their absence, the position shall be declared vacant and a by-election shall occur as soon as possible.

(b) By a simple majority vote the executive may fill a vacancy on a pro tem basis with one of their members or any member in good standing. Such vacancies must be posted in the union office at least two weeks prior to the executive meeting where the vacancy is to be filled. Executive positions filled on a pro tem basis must be advertised as open positions for the agenda of the next general membership meeting where nominations will be opened and elections held as per article 14. Officers elected in this manner will hold their positions until regular elections in March.

(c) The executive and/or the membership shall elect or appoint standing committees as deemed necessary from time to time.

Article 16: Charges Against Members

All charges must be made in writing and dealt with according to the CUPE Constitution.

Article 17: Amendments to the Bylaws

These bylaws may be amended by the membership as follows:

(a) Any two members in good standing may propose an amendment to these bylaws, providing it is submitted in writing to the executive and duly signed by both members.

(b) The proposed amendment shall be issued in writing by the executive, as submitted, to every member and may include a recommendation of concurrence or non-concurrence as decided by a majority vote of the executive.

(c) The proposed amendment and executive recommendation shall be sent to every member in good standing at least two weeks before the general membership meeting at which they will be considered. No vote may be held without at least seven (7) days notice at a previous meeting or at least sixty (60) days written notice.

(d) The proposed amendment shall be dealt with at the next general membership meeting or special meeting called for that purpose, and a majority of the ballots cast shall be required for the amendment to pass. Voting shall be in the manner prescribed in article 8 of these bylaws.

(e) All amendments to these bylaws must be sent to the national office to ensure conformity with the CUPE Constitution.

Article 18: Strike

(a) Where a decision to strike has been decided in the manner herein prescribed, and so ordered, every member shall endeavor to support the strike in a sincere and conscientious manner.

(b) Every member shall comply with the strike policy of the local.

(c) Every member shall comply with the directions and/or instructions issued by the executive during the period of the strike.

(d) Violations shall be dealt with in the manner prescribed in article B.6 of the CUPE Constitution.

(e) Every member shall at all times act in accordance with the law, and shall perform no illegal act in person or in concert, during the period of the strike.

(f) The union strike policy shall be available in the union office. Such policy, regulations and procedures shall be governed by article 17 of these bylaws.

(g) The executive may, by simple majority vote, free from the obligation to pay dues those of its members who are on strike or unable to work due to serious illness or accident for as long as these conditions persist.

(h) A strike vote shall be carried out in the manner prescribed in article 8 of these bylaws.

Article 19: Strike Fund

(a) The local shall maintain an ongoing strike fund from the dues and assessments of the members.

(b) The strike fund shall be held and maintained in an account separate from the general funds and shall be used only for and in the event of an authorized strike.

(c) The treasurer and chairperson shall be responsible for disbursements of the strike fund, subject to approval of the executive, and shall maintain separate and detailed accountings of it.

(d) In the event of a strike vote being called, the executive shall have authority to borrow any funds necessary from a credit union, bank, financial institution or organization, and such monies shall be placed into the strike fund of the union to be used for all the expenditures incurred during a strike.

(e) Upon termination of the strike, the chairperson and the treasurer shall provide the executive and the membership with a written financial report on the disbursement of the strike fund.

Article 20: Strike Vote

Where the executive believes strike action to be necessary, the following provisions shall apply:

- (a) At least two general membership meetings shall be called and notice shall be sent to every member in good standing advising her of the dates, times and places of the meetings, along with a summary and explanation for the recommendation to strike.
- (b) The notice shall be given to every member at least three days before the date of the first general membership meeting.
- (c) The general membership meetings shall deal only with the strike issue and no other business shall be conducted.
- (d) In accordance with the Labour Relations Act, more than fifty percent (50%) of the votes cast by secret ballot shall be required to decide the issue in favour of a strike mandate.
- (e) Three scrutineers shall be elected at the first of the general meetings for the purpose of counting the ballots.
- (f) The balloting procedure shall be in the manner prescribed in article 8 of these bylaws.
- (g) The decision shall be given to the membership within one day of the ballots being counted.

Article 21: Ratification

- (a) Upon completion of negotiations, the terms of settlement shall be brought forward by the bargaining team and executive for ratification to the membership at a meeting called for that purpose. The decision to bring forward the terms of settlement shall be made by a majority vote of the combined bargaining team and executive. Each member shall have only one vote, even if they sit on both bodies.
- (b) The terms of settlement shall be accepted or rejected by a simple majority vote of the members in good standing.
- (c) Voting for the purposes of ratification shall be by secret ballot in the manner prescribed in article 8 of these bylaws.

Article 22: Negotiating Team

- (a) The members at a general membership meeting shall elect two members in good standing from each of the bargaining units to the negotiating team. Each unit without an executive member on the negotiating team shall elect one additional member to the negotiating team.
- (b) Only members in good standing in each unit shall elect their representatives to the negotiating team for that unit.
- (c) The grievance officer shall automatically be a member of the negotiating team.
- (d) The chief negotiator shall be selected by and from the negotiating team for all bargaining units and shall be the spokesperson in all negotiations.

This union shall use Bourinot's Rules of Order. These bylaws have been amended in 1984, 1985, 1986, 1988, 1989, 1995, 1996, 1997, 2000, 2001 and 2003.