

9. MEETINGS

- a) The Executive Committee is required to call regular General Membership Meetings, and in any case, at least one meeting from September to April. Only members in good standing may be admitted to the meeting.
- b) Members shall be adequately informed of General Membership Meetings seven (7) days prior to a Meeting, by means of email notices, website, written notice, bulletin boards, newspaper ads, or such other method as the Executive Committee deems effective.
- c) Special General Membership Meetings may be ordered by the Executive Committee or requested in writing by no fewer than 40 members. The President shall immediately call a special meeting when so ordered or requested and shall see that all members receive at least forty-eight (48) hours notice of the special meeting and the subject (s) to be discussed (except meetings called by the Executive Committee with regards to strike actions, which shall require just twenty-four (24) hours notice). No business shall be transacted at the special meeting other than that for which the meeting is called and notice given.
- d) A quorum for the transaction of business at Unit 1 General Membership Meetings shall consist of not fewer than twenty (20) members of that unit in good standing, at least 3 of whom must be members of the Executive Committee.

A quorum for the transaction of business at Unit 2 General Membership Meetings shall consist of not fewer than five (5) members of that unit in good standing, as well as at least 2 members of the Executive Committee. Said executive members also count toward the above requirement of 5 members in good standing should they also be a part of that unit.

A quorum for the transaction of business at Unit 3 General Membership Meetings shall consist of not fewer than five (5) members of that unit in good standing, as well as at least 2 members of the Executive Committee. Said executive members also count toward the above requirement of 5 members in good standing should they also be a part of that unit.

A quorum for the transaction of business at Unit 4 General Membership Meetings shall consist of not fewer than five (5) members of that unit in good standing, as well as at least 2 members of the Executive Committee. Said executive members also count toward the above requirement of 5 members in good standing should they also be a part of that unit.

In most instances, Unit #1, 2, and 3, and 4 may have combined General Membership Meetings and quorum remains the same as that of Unit 1. Executive Committee members required to achieve quorum at a combined meeting may come from any of the Local's 3 four Units. At such combined General Membership Meetings votes on issues that affect only one bargaining unit, only member of that bargaining unit shall vote and no such vote can occur if the quorum for that particular unit is not present. All members may vote on bylaw changes and motions that affect the Local Union as a whole.

- e) In the event that quorum is not achieved at any bargaining unit's General Membership Meeting or at any combined General Membership Meeting, the agenda and the transaction of business planned for that meeting's agenda shall be tabled until the next General Membership Meeting. Urgent matters may be dealt with by the Executive Committee, as long as the matter does not conflict with other bylaws. Any decision the exec makes on these matters shall be reported back to the next GMM. In the interest of those members who do attend a General membership Meeting that fails to achieve quorum the chair of such meeting shall declare Membership Information Meeting at which time all matters on the set agenda shall be open for discussion and questions from those in attendance.
- f) GMM`s must be held in accessible space. Childcare costs shall be covered by the local to allow for members to attend the meetings
- g) GMM`s will be chaired by the President. All meetings of the Local shall be conducted in accordance with the basic principles of Canadian Parliamentary procedure.
- h) The Local`s Equity Statement (Appendix A) shall be read aloud at the outset of each GMM. The statement will govern the conduct of the meeting, and at the chairs discretion, if the equity statement is violated, s/he may issue a warning and remove the member from the meeting.
- i) The order of business at regular membership meetings is as follows:
 - Roll Call of Officers
 - Reading of the Equality Statement
 - Voting of new members and initiation (when applicable)
 - Reading of the minutes (from the previous meeting)
 - Matters arising from the previous minutes
 - Secretary-Treasurer's Report
 - Communications and bills
 - Executive Committee Report

- Reports of committees and delegates
- Nomination, elections, or installations
- Unfinished business
- New business
- Good of the Union
- Adjournment