

Proposed ARM CHAPTER 24-Waterloo CONSTITUTION (FINAL October 2016)

Article1 Definitions

- 1.1 In this constitution:
 - 1.1.1 "AGM" shall mean the Annual General Meeting of the Chapter.
 - 1.1.2 "ARM" shall mean the Active Retired Members' Council of OSSTF.
 - 1.1.3 "Bylaws" shall mean standing rules governing the membership of the Chapter made under this Constitution on matters which are entirely within the control of the Chapter.
 - 1.1.4 "Chapter" shall mean the ARM Chapter 24-Waterloo.
 - 1.1.5 "Constitution" shall mean the system of fundamental principles according to which the Chapter is governed and the basic organization of the Chapter.
 - 1.1.6 "Member" shall mean Active Retired Member except where otherwise stated.
 - 1.1.7 "OSSTF" shall mean the Ontario Secondary School Teachers' Federation.

Article 2 Name

- 2.1 The name of this organization shall be ARM Chapter 24-Waterloo.

Article 3 Object

- 3.1 The objects of the ARM Chapter 24-Waterloo shall be:
 - 3.1.1 to provide a structure for furthering the goals and welfare of its retired members.
 - 3.1.2 to organize social and political activities of interest and concern to its members.
 - 3.1.3 to assist in furthering the objects of OSSTF.
 - 3.1.4 to be a strong advocate for Public Education.
 - 3.1.5 to develop mutual support, advocacy and networking.

Article 4 Membership

- 4.1 Membership shall be open to any former, now retired member of OSSTF whose application for membership has been approved by the Provincial Executive.

Article 5 Fees

- 5.1 Fees shall be in accordance with the By-laws of OSSTF.

Article 6 Organization

- 6.1 Chapter Membership shall:
 - 6.1.1 consist of all Members of the ARM Chapter 24-Waterloo.
- 6.2 Chapter Executive
 - 6.2.1 The Executive of the ARM Chapter 24 shall be elected at the Annual General Meeting of the ARM Membership and shall consist of voting Members as follows:
 - a) a President,
 - b) a Vice-President
 - c) a Secretary
 - d) a Treasurer, and
 - e) a Newsletter Editor.
 - 6.2.2 Each Member of the Executive shall have one vote and a quorum shall be a simple majority.
 - 6.2.3 The ARM Chapter 24-Waterloo executive will treat the current District 24 President as a liaison and communications channel with the District 24 Executive. The President may attend meetings at her/his discretion.

Article 7 Constitution and Bylaws

- 7.1 Nothing in the Constitution or Bylaws of the Chapter may contravene the OSSTF Provincial Constitution or Bylaws.

Article 8 Amendments

- 8.1 Amendments to the Constitution may be made at the Annual General Meeting of the Chapter:
 - 8.1.1 by a 2/3 affirmative vote of the Members qualified to vote, present and voting, provided that notice of the proposed amendment shall have been given in writing through the Chapter Executive to each Member at least one week in advance of the meeting, or
 - 8.1.2 by a 9/10 affirmative vote of the Members qualified to vote, present and voting, notice as in 8.1.1 not having been given.
- 8.2 Amendments to the Bylaws may be made at the Annual General Meeting of the Chapter:
 - 8.2.1 by a simple majority of the Members qualified to vote, present and voting, provided that notice of the proposed amendment shall have been given in writing through the Chapter Executive to each Member at least one week in advance of the meeting, or
 - 8.2.2 by a 3/4 affirmative vote of the Members qualified to vote, present and voting, notice as in 8.2.1 not having been given.

BYLAWS (Interim June 2016)

Bylaw 1 General

- 1.1 All proceedings of the Chapter shall be conducted in accordance with the Rules of Order as stated in the OSSTF Constitution and Bylaws/Policy and Procedures documents.

Bylaw 2 Duties of the Chapter

- 2.1 To further the objects and activities of ARM and OSSTF.
- 2.2 To make recommendations to appropriate bodies.

Bylaw 3 Meetings

- 3.1 Annual General Meeting
 - 3.1.1 The Executive of ARM Chapter 24-Waterloo shall call the AGM of the membership of the Chapter for the election of officers and to conduct the business of the Chapter.
 - 3.1.2 The AGM shall be held during the month of October each year.
 - 3.1.3 Notice of the date, time, and location of the AGM shall be mailed or emailed to each member of the Chapter at his/her last known address at least 30 calendar days prior to the date of the meeting.
- 3.2 Other Meetings
 - 3.2.1 Other Chapter meetings shall be called by the Executive as the need arises and an attempt shall be made to inform all members of the date, time, location, and purpose of the meeting.
 - 3.2.2 Meetings of the Executive shall be called by the Chapter President as the need arises.
 - 3.2.3 Where possible a schedule of meeting dates and calendar of events should be conveyed to current members subsequent to the AGM; i.e. social events and following year AGM.
- 3.3 Representation at Meetings
 - 3.3.1 Any Member in good standing of ARM Chapter 24-Waterloo present shall have the right to speak and vote at both the AGM and any Chapter meeting.
 - 3.3.2 Neither proxy nor write-in voting shall be allowed at any ARM Chapter meeting.
 - 3.3.3 Any member in good standing of ARM Chapter 24-Waterloo may attend a Chapter Executive meeting and may, with the permission of the Chapter President, speak on any item of business being considered.
- 3.4 Quorum
 - 3.4.1 The quorum for any duly called ARM Chapter 24-Waterloo meeting shall be the members in good standing who are present.

Bylaw 4 Elections

- 4.1 All Officers shall be elected at the Annual General Meeting to a one year term.
- 4.2 The successful candidate shall be the person receiving the greatest number of votes on one ballot.
- 4.3 Voting shall be by secret ballot.
- 4.4 Elected Officers shall assume office at the end of the Annual General Meeting.

Bylaw 5 Committees

- 5.1 Ad hoc committees shall be constituted as the need arises by the Executive.
- 5.2 The treasurer shall coordinate with District 24 staff to ensure that financial records are audit-appropriate.