CONSTITUTION
OF
THE SUNRISE TEACHERS’ ASSOCIATION
OF
THE MANITOBA TEACHERS’ SOCIETY

1.0 Name and Authority

1.01 In accordance with the provisions of Section 13, sub-section 3 of The Manitoba Teachers’ Society Act, being Chapter 262 of the Revised Statutes of Manitoba, The Sunrise Teachers’ Association of the Manitoba Teachers’ Society is permitted to formulate this Constitution, to adopt by-laws and to pass resolutions not inconsistent with the said Act or with the by-laws of the said Society.

1.02 The name shall be the Sunrise Teachers’ Association of The Manitoba Teachers’ Society hereinafter referred to as “the Association”.

2.0 Objectives

2.01 to promote and advance the welfare of its members;

2.02 to safeguard and advance the interests of the teaching profession;

2.03 to promote and develop a collegial spirit amongst the teachers within the area served by the Association;

2.04 to cooperate with other organizations having the same or like aims and objectives;

2.05 to adopt by-laws and pass resolutions and policies not inconsistent with policies of The Manitoba Teachers’ Society;

2.06 to secure conditions for its members which will allow them to provide the best professional educational services;

2.07 to stimulate public interest in educations affairs;

2.08 to take measures which the Association deems necessary or advisable in order to give effect to any policy adopted by it with respect to any question directly or indirectly affecting the teachers of the Association.

3.0 Membership

3.01 Every person who obtained or obtains a legal certificate of qualification, or a limited teaching permit, to teach in the province, and is employed as a teacher in Sunrise School Division is, by virtue thereof, an active member of The Manitoba
3.02 Every person who is a member in good standing of The Manitoba Teachers’ Society, including a substitute teacher, and who is employed by the Sunrise School Division shall be a member in good standing of the Association and hereinafter is referred to as a “member”.

3.03 Members have the right to attend and vote at general meetings, to attend Executive and Council meetings (unless declared in-camera) and to vote in the election of the Executive and Council Representatives.

3.04 The Council shall have the power to grant honorary or life membership. However, honorary and life members shall not have the right to vote or to hold office.

4.0 General Meeting

4.01 An Annual General Meeting will occur in May of each year at which time the budget will be adopted and local fees will be set. Reports will be presented by members of the Executive.

4.02 A General Meeting may be called for any of the following purposes:
   a) to hear reports from the Executive or from any committee or committees;
   b) to provide a forum for the views of individual members
   c) to make recommendations to the Executive or Council
   d) to remove from office any or all members of the Executive in accordance with this Constitution.

4.03 On receipt of a petition signed by ten percent (10%) of the members of the Association, the President shall call a General Meeting. This meeting must take place within ten (10) school days.

4.04 The General Meeting may, by motion, make recommendations to the Executive or Council.

4.05 A General Meeting will be chaired by the President of the Association or designate.

4.06 Notice for the calling of a General Meeting shall be posted in all schools for members for five (5) school days.

4.07 To conduct business, the quorum at a General Meeting shall be 10% of the members of the Association. If the General Assembly has been called for the dissemination of information no quorum is required.
5.0 Council of the Association

5.01 The Council of the Association shall consist of the Executive and the Council representatives as noted in By-law 4.

5.02 Composition of Council

Electoral Units

a) The number of representatives for an electoral unit shall be one representative for every fifteen (15) members, or a portion thereof with the following exceptions:

   i. the Hutterite colonies will collectively be entitled to two (2) representatives;

   ii. the Adult Education Centres will collectively be entitled to two (2) representatives;

   iii. the Program leaders/Consultants, Principal of Division Student Support Services and clinicians will collectively be entitled to one (1) representative;

   iv. Hazelridge and EFM will be entitled to one (1) representative each.

b) Substitutes shall form one electoral unit, the deemed number of members shall be the FIE equivalent of all substitute teacher-years in the Division.

c) Members who are assigned to more than one electoral unit shall appear on the records of only one electoral unit. Such assignation on record shall follow this procedure:

   i. A teacher spending more than fifty percent (50%) of that teacher’s teaching assignment at one school shall be assigned to that school.

   ii. A teacher assigned equally to two schools or more, shall be assigned to the smaller of those schools based on staff count.

d) Each representative or, in his/her absence, the alternate of an electoral unit shall have one vote.

e) Members of the Executive shall automatically be members of the Council.

5.03 Election of Council Representatives

a) Council representatives shall be elected by the electoral units before the first
Council meeting or when required.

b) Each electoral unit shall name one alternate for each representative. The alternates shall have full voting power in the absence of the representatives.

c) Each electoral unit shall designate one of its representatives as “contact representative” with specific responsibilities as outlined in By-law #4.

5.04 Powers and Duties of Council:

d) to have all the powers of the Association except as otherwise stated in this Constitution;

e) to direct and supervise the affairs of the Association;

f) to determine the policy and by-laws of the Association;

g) to approve, with a simple majority, the annual budget for the Association;

h) to assess membership dues;

i) to approve the auditing of the financial records of the Association;

j) to appoint a 3 member nominating committee to assist the Chief Returning Officer such to occur at the January Council Meeting. If the Chief Returning Officer seeks election on Executive, a fourth member shall be appointed and one of the remaining members shall be designated the Chief Returning Officer. Under no circumstances shall any member of this committee be seeking election such to occur at the January Council Meeting.

k) to approve the Association’s resolutions to be presented to the Annual General Meeting of The Manitoba Teachers’ Society and to give voting instructions to the delegates when the Council deems it necessary;

l) to set up such other committees and shall make such other appointments as are from time to time deemed necessary;

m) to approve amendments to the Constitution of the Association in accordance with the provisions of this Constitution;

n) to approve the opening of negotiations with the Board;

o) to approve the opening proposals for negotiations.

6.0 Executive of the Association

6.01 The Executive shall consist of the President, Vice-President, Secretary, Treasurer, Past President, Chairs of Standing Committees plus one Member-at-large.
6.02 Election Procedures

a) The Nominating Committee shall actively seek nominations for each of the positions of President, in those years when an election for President occurs, and yearly for Vice-President, Secretary, Treasurer and Executive, and, in addition, nominate at least seven (7) members for the Executive Chairs of Standing Committees and one (1) member Member-at-large.

b) During the next regularly scheduled Council meeting following the January meeting, the Nominating Committee shall report to Council, in writing, the slate of nominees.

c) Following the report of the Nominating Committee to the Council, other candidates may be nominated in writing endorsed with the signatures of ten (10) members of the Association supporting the nomination. Any nominee wishing to submit a biography or statement, not exceeding 200 words, must submit it to the Chief Returning Officer on or before the second Monday in April.

d) The Nominating Committee shall then report to all members the complete slate of candidates including acclaimed positions, and provide the two hundred (200) word maximum biography and/or statement of each candidate including acclaimed nominees, by the third Friday in April.

e) Campaigning materials may be distributed to all members starting the 2nd day in April. Campaign materials may be distributed up to the day prior to the advance polls.

f) The Nominating Committee shall prepare a ballot with the names of all candidates for each of the offices of President, Vice-President, in those years when an election for President occurs, and yearly for Secretary, and Treasurer and the names of all other candidates for the Executive. The instructions accompanying the ballot shall instruct voters of the correct voting procedure. Voting instructions shall be sent to each school and published in the STA newsletter. The nominating committee shall also create a voters list containing the names of all members.

g) The President shall be elected bi-annually and serve a two year term. The rest of the executive shall be elected annually in accordance with the following procedure:

i. The Chairperson of the Nominating Committee shall be the Chief Returning Officer.

ii. The election shall be held the second Wednesday in May. Advanced polling shall be held in each school beginning the previous Thursday.

iii. The Contact Representative in each electoral unit shall conduct the
election as stated in 6.02. If the Contact Representative is seeking election, Council shall appoint a different school returning officer.

iv. The president can vote at any STA worksite.

v. Secret ballots shall be used.

vi. All STA members including subs shall vote and write their signature beside their name on the voters list attached to the ballot envelope. It is understood that all members will vote at only one worksite.

vii. By 4:00 p.m. on the day of the election, the ballots and a signed voters’ list shall be placed into a sealed envelope uncounted and turned in to the Chief Returning Officer or Designate. The Chief Returning Officer and scrutineers shall pick up all envelopes and count the ballots the following day.

viii. For the election of the President, Vice-President, Secretary, Treasurer, Chairs of Standing Committees, and the Member-at-Large position, the person with the largest number of votes shall be declared elected.

In the event of a tie, another election between the tied candidates will be conducted within ten (10) school days.

ix. Members of the newly-elected executive shall take office on or before August 15th.

x. The ballots shall not be destroyed until such time as the Chief Returning Officer presents a written report to the Representative Council stating the results of the election.

xi. When a vacancy occurs during the year, the Executive shall appoint a replacement as soon as possible, subject to the ratification of Council.

xii. If a vacancy occurs for the position of Past-President, the Executive may choose another past president or keep the office vacant.

6.03 Powers and Duties of the Executive:

a) to administer the day-to-day affairs of the Association;

b) to make recommendations to Council and carry out instructions given by Council;

c) to supervise the activities of committees;

d) to appoint members to or remove members from committees, subject to ratification by Council;
e) to approve grievances and report matters to The Manitoba Teachers’ Society when necessary;

f) to make recommendations for appointments in the case of vacancies on the Executive, subject to ratification by Council;

g) to establish ad hoc or special committees and appoint members of those committees;

h) to delegate any of its powers to any one or more of its members as may be deemed practical or advisable from time to time.

6.04 Absence from Executive Meetings
Whenever a member of the Executive absents himself/herself from more than two (2) consecutive regular meetings of the Executive without reasons satisfactory to the Executive, he/she shall cease to be a member of the Executive.

7.0 Officers of the Association

7.01 The Table Officers of the Association shall be the President, Vice-President, Secretary, Treasurer and Past President. The duties of the Table Officers are outlined in By-law 2.

8.0 Removal from Office

8.01 Any or all members of the Executive may be removed from office by a two-thirds (2/3) majority vote of the members present at a General Meeting called specifically for this purpose. The procedure is outlined in By-law 8.

9.0 Ratification of the Collective Agreement

9.01 An amended or new collective agreement shall be ratified by all members of the bargaining unit by a secret ballot. Notice of the voting day shall be sent to all schools at least seven (7) school days prior to the vote together with a list of all changes to the collective agreement.

9.02 One or more informal meetings will be held for the members of the bargaining unit to provide information and questions regarding the proposed changes to the collective agreement, the Executive may decide to hold up to three (3) said meetings in different locations in the Division on the same or successive days.

9.03 The ballots shall not be destroyed for at least thirty (30) school days.
10.0 Amendment of the Constitution and the By-laws

The Constitution or the By-laws of the Association shall be amended by the following procedure:

10.01 Any member may submit to the secretary a proposed amendment to the constitution or by-law.

10.02 The membership shall be notified of the amendment(s) twenty (20) school days prior to the vote on the amendment(s).

10.03 The amendment(s), or any modification(s) thereof, shall be approved at the next duly constituted meeting of Council, provided that said meeting does not fall within the twenty (20) school days of the notification of amendment(s).

10.04 The amendment(s) or any modification(s) thereof shall require a two-thirds (2/3) majority of Council members present at the meeting.

10.05 The amendment becomes effective on the date the Provincial Executive approves said amendment.

11.0 By-laws

The Association may make By-laws which shall be ratified by the Association in accordance with the provisions within this Constitution. Such By-laws shall be deemed to evolve from the Constitution.

12.0 Signing Authority

The signing officers of the Association shall be the President, Vice-President, Treasurer and Secretary.

The signatures of two persons shall appear on any of the Association cheques.

This constitution was ratified by the members at the Association Council Meeting on September 30, 2014.

Approved by Provincial Executive at its meeting on May 20, 2015.

________________________________________
President

________________________________________
Secretary

________________________________________
General Secretary
The Manitoba Teachers' Society
BYLAWS
OF
THE SUNRISE TEACHERS’ ASSOCIATION

1.0 RULES OF ORDER

The Rules of Order for meetings of the Council, Executive or General Meeting shall be the Rules and Procedures Governing the Annual General Meeting of the Manitoba Teachers’ Society or such rules as may be adopted by Council.

2.0 DUTIES OF THE TABLE OFFICERS OF THE ASSOCIATION

2.01 President
   a) shall call all Executive meetings and preside at all Executive and General meetings;
   b) shall be responsible for and prepare the agenda for all Executive and Council meetings;
   c) shall perform all duties as customarily devolve upon a President;
   d) shall investigate grievances;
   e) shall be an ex-officio voting member of all committees;
   f) shall certify and monitor the seniority list;
   g) shall do such other duties as directed by the Executive;
   h) shall assign the portfolio of education finance;
   i) shall bring before the Executive and Council all official notes and communication;
   j) shall make and send to The Manitoba Teachers' Society such reports and statements as may be needed at any time;
   k) shall send notices to members of all regular and special meetings;
   l) shall represent the Association when necessary on the Divisional WSH Committee;
   m) shall act as liaison between the Association and the Division;
   n) shall be the spokesperson of the Association.

2.02 Past-President
   a) shall assist the President and act as a resource person to the Executive;
   b) shall perform other duties as designated by the Executive;
   c) shall act as chairperson of the Nominating Committee and act as Chief Returning Officer;
   d) shall conduct an annual review of the Association Constitution, By-laws and Policy and shall propose amendments where necessary.
2.03 **Vice-President**
   a) shall take charge of the affairs during the absence of the President or when requested to do so by the President;
   b) shall perform such other duties as are assigned by the Executive or the Council;
   c) shall be chairperson of the Council meetings;
   d) shall supervise the processing of resolutions to be submitted by the Association to the Provincial Council at the Annual General Meeting;
   e) provide supportive arguments for resolutions submitted to the STA and MTS AGM;
   f) prepare and maintain an Association Handbook for each site containing the Association Constitution, By-laws, Policies, seniority list, budget, Collective Agreement, and other matters determined by the executive.

2.04 **Secretary**
   a) shall keep an accurate record of all the proceedings of the Association;
   b) shall provide minutes of all meetings for Executive and Council members, along with agendas prior to meetings;
   c) shall keep a record of attendance at all Executive and meetings;
   d) shall sign Executive/Council minutes.

2.05 **Treasurer**
   a) shall be custodian of all funds of the Association and shall keep such funds in such financial institution as the Executive may decide subject to Council approval;
   b) shall be prepared to give full financial statement at any meeting;
   c) shall present a budget not later than May;
   d) shall make an annual report to Council on receipts, investments and expenditures. Such a report from the previous year shall have been duly audited by an external auditor by January 31st, other than executive members, appointed by the Executive with the approval of Council.
   e) For such a report, the fiscal year of the Association shall be from September 1 to August 31.

3.0- EXECUTIVE OF THE ASSOCIATION

3.01 **Meetings of the Executive**
   a) The Executive shall meet at least monthly during the school year;
b) The President shall call meetings of the Executive and may call emergency meetings at any time;

c) 50% of the members of the Executive may call a meeting; notices of said meeting may be given in writing or by telephone by the President;

d) Regular executive meetings shall have at least seven (7) days’ notice.

3.02 Quorum
a) The quorum for an Executive meeting shall be 50%.

4.0 COUNCIL OF THE ASSOCIATION
Council shall consist of the Executive and the Council Representatives.

4.01 Duties of the School “Contact Representative”

a) to inform school representatives of Council meetings and arrange for alternates if required;

b) to inform school staffs of the business of the Association, and to bring members' concerns to the attention of the Council or Executive;

c) to encourage school representation on the Association’s standing and other committees;

d) to act as returning officer in his/her electoral unit for the election of the Executive of the Association;

e) to be responsible for any surveys or other business required by Council

f) to bring to the attention of the Council and/or the Executive any concerns affecting a member in their respective electoral unit.

g) to inform the President of the number of members expected to attend all meetings.

4.02 Attendance at Meetings of the Council
a) Attendance shall be taken at each meeting and a record kept thereof.

b) If a Council representative or his/her alternate is absent for two (2) consecutive meetings of council without reasons satisfactory to the Council, he/she shall cease to be a member of Council.

i. The unit shall be requested to hold another election for the Council representatives.

4.03 Procedure at Council Meetings
a) Meetings of the Council shall be open to all members of the Association.

b) The chairperson shall allow any visiting member to speak at Council meetings, provided that such visiting member has indicated his/her intention to do so prior to the start of the meeting.
c) Visiting members to the Council shall not be allowed to vote on any item of business.

4.04 **Quorum**  
a) The quorum for Council meetings shall 50% of the total number of Council representatives.

4.05 **Meetings of the Council**  
a) The Council shall meet no fewer than five (5) times a school year, and the first meeting shall be no later than September 30th of the new school year.

5.0 **GENERAL MEETINGS**  

5.01 **Timing**  
a) The President or the Designate may call meetings of the General Meeting if instructed to do so by:  
   i. The Executive;  
   ii. The Council  
   iii. Any member of the Association who states his/her reasons in writing and who is supported by the petition signatures of 10% of the full membership.

5.02 **Notice**  
a) To call a General Meeting, the President or Designate shall give five (5) school days' written notice specifying the purpose of the meeting.  
b) An emergency meeting may be called on 24 hours’ notice to deal with an urgent specific matter.  
   i. Such meeting shall deal with the emergency matter only.

5.03 **Quorum**  
To conduct business, the quorum at General meetings shall be 25% of the members of the Association. If the General meeting has been called for the dissemination of information no quorum is required.

6.0 **STANDING COMMITTEES**  

6.01 **Type**  
The Standing Committees of the Association shall be the following:  
a) Collective Bargaining  
b) Employee Benefits  
c) Professional Development  
d) Equity and Social Justice
e) Public Relations  
f) Wellness  
g) Workplace Safety and Health  

6.02 Every standing committee shall include among its membership one or more members of the Executive, one of whom shall be the chairperson of such committee; who shall be responsible for submitting written reports of the activities thereof and making recommendations to the Executive at such times and in such manner as the executive may from time to time desire.

6.03 Duties of the Chairpersons of Standing Committees  
The chairpersons of the Association's Standing Committees shall:

   a) carry out the aims and duties of their respective committees and deal with all items of business referred to their committees by Council or the Executive;  
   b) recommend appointments to their respective committees to the Executive for ratification by Council;  
   c) report on the work of the committees at each Council meeting, and provide a written annual report to Council in May or at such a date as the business of that committee is terminated for the school year;  
   d) stay within the budgetary limits unless prior Executive approval is obtained for further expenditures;  
   e) prepare budgets for their respective committee's yearly operation, and submit such budget to the Treasurer prior to the September presentation of the Association's annual budget to Council;  
   f) be responsible for the formation of sub-committees when the need arises.

6.04 Standing Committee Memberships, Duties and Responsibilities

6.04-1. Collective Bargaining

Membership:
   (i) Chairperson  
   (ii) The number of members to be at the discretion of the chair and representative of the membership

Duties and Responsibilities:
   (i) study the salaries and other matters pertaining to the collective agreement that may be brought to the attention of the committee by the membership, the Council or Executive;
(ii) ensure that negotiations are opened in accordance with the provisions of the collective
agreement and notify the Board by registered letter;

(iii) develop the opening package for approval by Council;

(iv) with a "Table Team" selected by the chair, negotiate a collective agreement and, if a
settlement is not possible, refer the matter to arbitration, subject to the approval of the
Executive and Council;

(v) keep all appropriate files and records.

6.04-2 Employee Benefits

Membership:
(i) Chairperson

(ii) The number of members to be at the discretion of the chair and representative of the
membership

Duties and Responsibilities:
(i) deal with such matters as pensions, salary continuation, group insurance and other
types of insurance;

(ii) compile an information folder for distribution each September to all new members in
the Division as directed by the Executive;

(iii) make recommendations regarding working conditions to the Executive, Collective
Bargaining Committee or Council;

6.04-3 Professional Development

Membership:
(i) Chairperson

(ii) The number of members to be at the discretion of the chair and representative of the
membership

Duties and Responsibilities:
(i) represent and advocate the views of the Association in all phases relating to
professional development;

(ii) identify and respond to the professional development needs of members in the
Association;

(iii) cooperate with The Manitoba Teachers' Society, Manitoba Education, Citizenship and
Youth, the Sunrise School Division, and with other similar bodies to develop and
enhance programs for the professional development of members.
6.04-4  **Equity and Social Justice**  
*Membership:*  
(i) Chairperson  
(ii) The number of members to be at the discretion of the chair and representative of the membership  

*Duties and Responsibilities:*  
(i) represent the Association on such committees dealing with professional practices as may be designated by the President and the Executive;  
(ii) under the direction of the Executive, conduct studies, initiate projects and/or provide seminars in areas of professional concern.  
(iii) promote equity in all areas of Association work in issues related to Human Rights legislation including characteristics such as age, race, ethnicity, sexual orientation, mental or physical disability, pregnancy, sex, and others;  
(iv) encourage and recommend changes in classroom materials and educational association policies and programs to eliminate bias;  
(v) develop and implement an annual action plan to address, with the Association membership, societal issues of equity through workshops, in-services, presentations, pamphlets, newsletters and library resources.  

6.04-5  **Public Relations**  
*Membership:*  
(i) Chairperson  
(ii) The number of members to be at the discretion of the chair and representative of the membership  

*Duties and Responsibilities:*  
(i) publish at least 5 newsletters for members;  
(ii) take other actions related to public relations with the Division, the members or other bodies as determined by the Executive.  

6.04-6  **Wellness**  
*Membership*  
(i) Chairperson  
(ii) The number of members to be at the discretion of the chair and representative of the membership  

*Duties and Responsibilities:*  
(i) initiate a function to welcome new members and ensure that
(ii) retiring members are honoured;
(iii) assist in the operation of organized members’ recreation, and if directed by the Executive, at least one social event per school year which all members of the Association may attend.
(iv) promote and encourage members to participate in MTS events such as hockey, curling and golf tournaments.

6.04-7 Workplace Safety and Health

Membership
(i) Chairperson
(ii) The number of members to be at the discretion of the chair and representative of the membership

Duties and responsibilities:
(i) educate the membership on workplace health and safety matters;
(ii) monitor Divisional policy and practices to ensure a safe workplace.

7.0 MEMBERS-AT-LARGE
A Member-at-large will carry out the aims and duties referred to him/her by Council or the Executive.

8.0 REMOVAL FROM OFFICE

8.01 Upon receipt of the written request of 10% of members for the convening of a General Meeting for the purpose of Article 12.01, the Executive shall call a general meeting within not less than five (5) days and not more than thirty (30) days from the date of receipt of said request and the only item of business at that general meeting shall be the removal from office of one or more members of the Executive.

8.02 Any or all members of the Executive may be removed from office by a two-thirds (2/3) majority vote of the members present at the general meeting called specifically for this purpose. Voting shall be by secret ballot.

8.03 Notwithstanding the contrary provisions of any other article in these by-laws, the General Meeting called for purpose of Article 11.01 shall elect a replacement for every member of the Executive removed from office and any removal from office according to Article 11.01 shall not take effect until the said replacement is elected.

8.04 If the entire executive is removed from office by the above procedure, the General Meeting shall elect an interim executive which shall have all the powers of the executive until such time that a by-election can be held. The by-election shall be held no later than thirty (30) days after the General Meeting.
9.0 RESERVE FUND

9.01 Name
There shall be a fund known as the Reserve Fund of the Sunrise Teachers’ Association hereinafter referred to as “the Reserve Fund”.

9.02 Purposes
The purposes of the Reserve Fund shall be:

a) to make loans or grants to the account of the Association for capital expenditures, and shall require a two-thirds (2/3) majority of Council;

b) to make loans or grants to the account of the Association for previously non-budgeted special projects, and shall be approved by a two-thirds (2/3) majority of Council;

c) to make loans to the account of the Association for interim financing for the period of July 1 to November 15;

d) to make grants to the account of the Association in emergencies, and shall be approved by a two-thirds (2/3) majority of Council;

e) to make grants to the account of the Association in order that the Association establish a balanced budget and maintain a reasonable membership fee, and shall be approved by a two-thirds (2/3) majority of Council.

9.03 Amount in Reserve Fund
The Reserve Fund shall consist of:

a) such sums as Council may from time to time allocate to the fund;

b) sums from any other source.

9.04 Council shall allocate to the Reserve Fund any surplus revenue over expenditures existing at the end of any fiscal year and this surplus shall be submitted to the Reserve Fund within the first six months of the next ensuing fiscal year.

9.05 The amount of the Reserve Fund shall not at any time exceed the amount equal to 75% of the average total yearly revenue for the five (5) preceding financial years.

9.06 Administration
The Reserve Fund shall be administered by the STA Executive.

a) The Executive shall have management and control of the Reserve Fund.

b) The Executive shall invest the monies in the Reserve Fund by making such investments as are prescribed for insurance companies by the Canadian and British Insurance Companies Act, 1952, R.S.C. Cap.31.
9.08 Disbursements

a) The Executive shall make disbursements from the Reserve Fund for the purposes stated in Article 9.02 and for none other.

b) The Executive shall make disbursements only upon authorization by a Council motion, approved by a two-thirds (2/3) majority of the members present, provided that notice of motion was sent to all representatives at least three (3) weeks prior to consideration of same at a meeting of Council.

c) The Executive shall have the authority to lend the Association an amount not to exceed one sixth (1/6) of the current budget for the purpose of interim financing during the period of July 1 – November 15. The loan will be made upon request by an Executive motion passed by a 2/3 majority at a regular Executive meeting. The term of the loan shall be four and one-half (4 ½) months.