

LOCAL 70007 AGM

APRIL 11

2025

11H00

HOTEL SASKATCHEWAN



Motion to create Strike Fund

AGM Checklist

Liste de contrôle pour les AGAs

Prior to the AGM	Avant l'AGA
<ul style="list-style-type: none"> o Send the AGM Notice at least 30 days in advance, or as specified in UNE Bylaw 3 Sec 9; o Any proposed amendments to the Local's Bylaws must be detailed in the Notice; o Send the date, time, location and the proposed Agenda, o Note: this can be done at the same time as the Notice. 	<ul style="list-style-type: none"> o Envoyer un avis de convocation au moins 30 jours à l'avance, ou autrement spécifié au SEN Art. 9 du Règlement interne 3 ; o Toutes propositions de modification des Règlements de la Section locale doivent être détaillées dans l'avis de convocation; o Envoyer la date, l'heure, l'endroit et l'ordre du jour proposé, o Note : ceci peut être fait en même temps que l'envoi de l'avis de convocation.
During the AGM	Pendant l'AGA
<ul style="list-style-type: none"> o Prior to calling the AGM to order, ensure that quorum has been achieved according to the Local By-laws. o Adopt the agenda; o Approve the minutes of the previous AGM; o Adopt Local president's report; o Adopt Treasurer report; o Adopt Audited Financial Statements; o Adopt Local budget; o Adopt committees' reports, if any; o Adopt amendments to By-laws, if any; o Adopt other motions, if any; o Elect officers to form the Local executive, as directed in UNE By-law 3 Sec 4. 	<ul style="list-style-type: none"> o Avant de procéder à l'ouverture de l'AGA, vérifier s'il y a quorum, conformément aux Règlements de la Section locale. o Adopter l'ordre du jour; o Adopter le procès-verbal de la dernière AGA; o Adopter le rapport du président(e) local(e); o Adopter le rapport du trésorier(ère); o Adopter les états financiers vérifiés; o Adopter le budget de la Section locale; o Adopter les rapports des comités, s'il y a lieu; o Adopter les modifications aux Règlements, s'il y a lieu; o Adopter toutes autres motions, s'il y a lieu; o Élire les dirigeat(e)s qui formeront le comité exécutif, tel que défini en Art. 4 du Règlement interne 3;

<p>o Give the Oath of office to the newly elected officers;</p> <p>o Table any other business as appropriate.</p> <p>Important information:</p> <ul style="list-style-type: none"> <input type="checkbox"/> To adopt the agenda, minutes, reports, financial statements, budget, motions etc. you need A) a mover and B) a seconder. <input type="checkbox"/> To nominate someone during an election, you need A) a nominator and B) a seconder. <input type="checkbox"/> A simple majority is required to adopt reports and documents. Amendments to By-laws amendments and/or union dues require 2/3 majority vote of the members attending the meeting. <p>Elections:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ensure that candidates standing for office are members in good standing. Only members can vote at a meeting. <ul style="list-style-type: none"> <input type="checkbox"/> Make sure to have the most recent local membership list and a supply of application for membership card to sign up RAND members. <input type="checkbox"/> Proxy voting is not allowed according to the PSAC Rules of order. <input type="checkbox"/> A simple majority is required to elect someone into a position. 	<p>o Faire prêter serment d'office aux nouveaux élu(e)s;</p> <p>o Traiter d'autres affaires, s'il y lieu.</p> <p>Informations importantes :</p> <ul style="list-style-type: none"> <input type="checkbox"/> Pour adopter l'ordre du jour, les procès-verbaux, les rapports, les états financiers, le budget, les motions, etc., il vous faut A) un(e) proposeur (euse) et B) un (e) second(e) appuyeur(euse). <input type="checkbox"/> Pour nommer quelqu'un lors d'une élection, vous avez besoin de A) un(e) proposeur (euse) et B) un (e) second(e) appuyeur(euse) <input type="checkbox"/> Une majorité simple est requise pour adopter rapports et autres documents. Les modifications aux Règlements et / ou aux cotisations syndicales, nécessitent un vote à la majorité des 2/3 des membres présents à l'assemblée. <p>Élections :</p> <ul style="list-style-type: none"> <input type="checkbox"/> Assurez-vous que les candidats aux postes sont des membres en règle. Seuls les membres peuvent voter lors d'une réunion. <ul style="list-style-type: none"> • Assurez-vous de disposer de la liste des membres locaux la plus récente et d'une réserve de formulaires de demande de carte de membre pour recruter les membres RAND. <input type="checkbox"/> Le vote par procuration est interdit par les règles de procédure de l'AFPC. <input type="checkbox"/> Une simple majorité est requise pour élire une personne à un poste.
<p>After the AGM</p>	<p>Après l'AGA</p>
<p>o Forward the minutes of the AGM to GSU as soon as possible;</p> <p>o Forward the adopted budget as well as the approved financial statement to UNE as soon as possible;</p> <p>o Notify UNE of any change in the Local executive as soon as possible.</p>	<p>o Le procès-verbal de l'AGA doit être acheminé au SSG dès que possible;</p> <p>o Le budget adopté ainsi que les états financiers adoptés doivent être acheminés au SEN dès que possible;</p> <p>o Signaler tout changement au niveau du comité exécutif dès que possible.</p>

LOCAL 70007
FINANCIAL STATEMENT
For the period of January 1, 2024 to December 31, 2024

Opening Balance (Jan. 1, 2011)		
Checking Account	\$	1,500.00
Strike Fund	\$	-
Term/GIC Investments		-
Total Bank Balance		\$ 1,500.00

<u>REVENUE</u>		
Membership Local Dues		12,000.00
Term/GIC Investments		-
Interest revenue Other (specify) donation		-
Total Revenues		12,000.00

<u>EXPENSES (provide detailed breakdown)</u>		
PSAC Triennial Convention (one observer)	Salary, hotel, per diem, transport	1,955.31
Regional Conferences		-
Annual General Meeting	Sna cks	1,000.00
Training & Education		500.00
Donations		200.00
Member Events	Summer BBQ, Holiday party	3,000.00
Administration (space rent for AGM, taxis, child care)		1,000.00
Rental and Equipment		-
Maintenance and Repairs (equipment)		-
Telephone & Internet (\$50 monthly per position)		-
Entertainment	Pres., VP, Secretary, Treasurer	2,400.00
Training Courses (breakdown attached)		-
Office Supplies		-
Other Expenses (specify)		300.00
		-
Total Expenses		10,355.31

Closing Balance (Dec. 31, 2024) - as per books	\$	3,144.69
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<u>RECONCILIATION</u>		
Checking Account Term/GIC		3,144.69
Investments Checking		-
Account Strike fund Term		-
deposit #1 (new) Term		-
deposit #2 (new)		-

Closing Balance (Dec. 31, 2024) - as per bank statements		3,144.69
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We hereby certify that this audited statement has been approved by the general membership of this Local and place our signatures, as follows:

President Date _____

Treasurer Date _____

**LOCAL
70007**

AGA // AGA

Resolution

Be it resolved that a strike fund for Local 70007 is established by increasing the dues by \$1.00 per member per month.

Motion

Il est resolu qu'un fond de grève de la section locale soit etablie en augementant les cotisations de 1.00 \$ par mois par member.

Annual Budget Local 70007

For the period: 2025-01-01 to 2025-12-31

REVENUE				
Local Rebates Number of members:	500\$	2 .00X 12 months	\$	12,000.00
Other revenue: (New Strike Fund)	500\$	1 .00X 12 months	\$	6,000.00
Projected Revenue				\$ 18,000.00

EXPENSES

Meetings and Training				
	Executive Meetings		\$ 2 00.00	\$ 2,000.00 \$ 2,000.00
	General Memberships Meetings			
	Training for members			
Total Meeting and Training				\$ 4,200.00

Conventions / Conferences				
	UNE Convention Observers		\$	-
	PSAC Convention Observers		\$	-
	Health & Safety Conference		\$	2,000.00
	Other:		\$	-
Total Conventions / Conferences				\$ 2,000.00

Communications				
	Office Supplies		\$ 3 00.00	\$ 2,400.00 \$ -
	Internet / Telephone			
	Other:			
Total Communications				\$ 2,700.00

Local Executive/Member Expenses				
	Executive Honorarium		\$	-
	Executive Expenses		\$	5 00.00
	Other: (taxis, child care, etc.)		\$	-
Total Local Executive				\$ 500.00

Miscellaneous				
	Strike Fund Account	\$	6,000.00	
		\$	-	
		\$	-	
	Total Miscellaneous			\$ 6,000.00

Projected Expenses	15400
Projected Revenue	<u>18000</u>
TOTAL BUDGET (Revenue - Expenses)	2600

Updated: March 2025



Elections?

Bylaw 2 Sec 29

Taking office

All officers of the UNE will take office at the end of the meeting or National Convention at which they are elected.

The oath of office will be administered to all officers immediately before taking office.

In the event that any member-elect is not able to take the oath at the meeting or National Convention, the elected member will not be, or act as, an officer until the member takes the oath, regardless of having served previously as an officer of the UNE.

The UNE oath of office reads as follows:

“I,....., having been elected an officer of the UNE, Public Service Alliance of Canada, solemnly declare that for my term of office I will fulfil the duties of such office to the best of my ability, will maintain and uphold the dignity of the union, will always keep confidential all matters concerning the affairs of the Union that are brought to my attention, and will promptly deliver to the UNE all monies, records, and other property of the union in my possession at the close of my term in office.”

The oath of office will be printed and signed by each elected official and kept on a master file at UNE headquarters.

