

Article I – Liberal Association

Section 1: The name of the club shall be the _____

Article II - Purpose

The _____ Liberal Association exists to help students, faculty, and citizens get informed and engaged in Canadian politics. Our mission is to inform and inspire the next generation of political leaders in the _____ region and across Canada and connect Canadian youth with the political process. The _____ Liberal Association will work towards supporting the election of both Federal and Provincial Liberal candidates. The group will also ensure that Liberal youth at _____ University and within the _____ region have a voice within the Liberal Party at both the provincial and federal levels.

Article III - Officers of the Club

Section 1: The Elected Officers

The elected officers of this club shall be President, Executive Vice President, Treasurer, Membership Secretary, Organization Secretary

Section 2: Duties

President: Will chair executive council meetings and be responsible for coordinating with external clubs and the party.

Executive Vice President: Shall assist the President in their responsibilities and chair meetings in the absence of the President.

Treasurer: Shall be responsible for the financial matters of the club.

Membership Secretary: Shall be responsible for maintaining a membership list as well as communicating with members.

Organization Secretary: Be responsible be organizing events with the Executive Council.

The Executive Council shall include the President, Executive Vice President, Treasurer, Membership Secretary, Organization Secretary

The Executive Council shall be responsible for the following:

3.2.1 Subject to the decisions of the Annual General Meeting, the Executive Council shall have charge of the general administration of this club and shall be responsible

for its general affairs.

3.2.2 The Executive Council shall approve budgets and expenditures exceeding one hundred dollars (\$100) provided that a quorum of one-half (1/2) of the members are present and in agreement.

3.2.3 The Executive Council shall have the power to delegate any authority it sees fit to committees that it may establish.

3.3 Notice of Executive Council meetings shall be given to each member a minimum of seven (7) days in advance of the meeting unless such notice is waived.

3.4 The Executive Council shall meet at least four (4) times a year at a time and place determined by the President, or by written notice of two-thirds (2/3) of Executive Council members.

3.5 Quorum for meetings of the Executive Council shall be one-half (1/2) of executive members.

3.6 Officers of the Executive Council shall have the following duties:

3.6.1 The President shall be responsible for coordinating the general management of the association, shall chair all meetings of the Executive Council, and ensure that executive members fulfill their responsibilities. The President shall sit as a member of all committees created by the Executive Council and attend meetings held externally by the Ontario Young Liberals or other bodies and associations. The President shall have co-signing authority, in conjunction with the Treasurer, over the association's finances and shall have the power to approve expenditures under one hundred dollars (\$100). If the position of President becomes vacant, the Vice-President shall act as President until the next Annual General Meeting.

3.6.2 The Vice-President shall act in the absence of the President on all matters and shall assume any responsibilities assigned to him or her by the Executive Council.

3.6.3 The Treasurer shall be responsible for record-keeping on financial matters and shall present a financial report at each meeting of the Executive Council and the Annual General Meeting of the association. The Treasurer shall have co-signing authority, in conjunction with the President, over the association's finances.

3.6.4 The Membership Secretary shall be responsible for all association correspondence, the taking of minutes at all club meetings, maintaining a record of attendance at meetings, the recording of votes at meetings, and maintaining a record of membership in the association. The Membership Secretary is also responsible for circulating notices of meetings to the association's membership.

3.6.5 The Membership Secretary shall be responsible for recruitment initiatives of the association.

3.7 Other Executive Council positions may be created when necessary provided that a quorum of one-half (1/2) of the Executive Council is present and a majority of members are in agreement. Such Executive Council positions shall be deemed temporary and shall cease to exist upon the election of a new executive at the following Annual General Meeting of the association.

3.8 If a vacancy should arise, the Executive Council shall be empowered to fill the vacancy with

a majority vote provided that at least one-half (1/2) of the Executive Council is present.

3.9 A vacancy in the position of President shall always be filled by the Executive Vice President as found in Article 5.6.2 of this constitution.

Impeachment

3.10 If a member of the Executive Council is found to no longer be fulfilling his or her responsibilities per this constitution or executive direction, or should the member have been found to have violated the rules established by this association, the Ontario Young Liberals or the Ontario Liberal Party, the member may be removed from the Executive Council

3.10.1 Any motion to remove a member of the Executive Council must be moved and seconded by members of the Executive Council.

3.10.2 The motion shall read as follows: "Given that this Executive Council of the Western University Young Liberal Association no longer has the confidence of (insert member's name), this Council calls for the removal of this member from the Executive Council effective (insert time and/or instruction)."

3.10.3 A two-thirds (2/3) majority vote of members of the Executive Council, with quorum being two-thirds (2/3) of Executive Council members present, will be necessary to remove a member of the Executive Council.

3.10.4 The member in question will not be entitled to vote but is entitled to at least ten (10) minutes to make a statement on his or her behalf before the taking of the final vote.

3.10.5 All other members of the Executive Council who are present are required to cast a vote either against or in favor of the member's removal.

3.11 The term of each Executive Council shall cease upon the election of a new executive at an Annual General Meeting.

Section 3: The Term of Office

The term for an officer is one academic year.

An Academic year is defined using the Academic Calendar (Fall, Winter and Spring Semesters included)

An officer may run for re-election so long as they are a member of the club who is a student at the _____ or until they reach the age of 25, whichever happens first.

Article IV: Meetings

ANNUAL GENERAL MEETING

4.1 An Annual General Meeting of the _____ Provincial Young Liberal must be held no less than ten (10) and no more than fifteen (15) months After the previous Annual General Meeting as determined by the Executive Council and per the Ontario Young Liberal constitution.

4.2 Notice in writing must be given a minimum of fourteen (14) days before the date of the Annual General Meeting to all members of the association, to the Ontario Young Liberal President, the Ontario Young Liberal Vice President (Organization), the Ontario Young Liberal Regional Coordinator responsible for the association, and the Ontario Young Liberal Student Director. As part of the notice delivered to the Ontario Young Liberal executive, a copy of the current Constitution must be included.

4.3 Members in good standing a minimum of seven (7) days before the time of the meeting will be eligible to vote at the Annual General Meeting.

4.4 Voting by proxy is expressly forbidden in any elections or voting of this association.

4.5 The Executive shall be elected at the Annual General Meeting according to the rules of procedure established by the OYL Executive.

4.6 Within fourteen (14) days of the Annual General Meeting, the following information must be forwarded to the Ontario Young Liberal executive:

(a) The current constitution of the association, including amendments;

(b) The list of Executive Council members, including addresses and phone numbers;

(c) The membership list of the club, including addresses and phone numbers;

(d) The minutes of the Annual General Meeting; and

(e) A list of those in attendance at the meeting.

General Meetings

While general meetings are voluntary, all members are encouraged to regularly attend meetings. If you are an elected member (i.e. an executive), then the expectation is that you attend all meetings unless prior notice is given.

General Meetings of the _____ Liberal Association shall be called by the Executive Council to elect delegates to external meetings or conventions or for any other purpose. Notice in writing must be given a minimum of fourteen (14) days before the date of the meeting to all members of the association. In the case of a Delegate Selection Meeting, notice must follow all rules prescribed in the OYL Constitution.

Article V: Membership

Membership in the _____ Young Liberals shall be determined by the rules set out in the OYL Constitution

Membership within the _____ Young Liberals is to be free of charge

Article VII: Constitution

7.1 This constitution may be amended by a two-thirds (2/3) vote of the members present and voting at an Annual General Meeting.

7.2 Notice of proposed amendments to the constitution shall be provided to the members along with the Notice of an Annual General Meeting.

7.3 Where this constitution is silent, the Constitution of the Ontario Young Liberals shall hold authority. Where this constitution conflicts with the Constitution of the Ontario Young Liberals, the Constitution of the Ontario Young Liberals shall have authority.

Article VIII: Honourary Members

8.1 The Executive Council of this association, at its discretion, shall have the authority to bestow honorary lifetime memberships on persons deemed to have contributed greatly to the _____ Liberal Association, to youth on the campus of the Western, or to persons who have dedicated a large part of their life to the Liberal cause on the campus of the Western.

8.2 Recipients shall be nominated by the President and must have the approval of a two-thirds (2/3) majority vote, with quorum being one-half (1/2), of the Executive Council.

8.3 Nominees must be at least twenty-six (26) years of age or older to be nominated for an honorary lifetime membership.

8.4 A maximum of five (5) persons can be awarded an honorary lifetime membership per calendar year.

Article IX: Code of Conduct

All members and executives must treat each other with dignity and respect. All members and executives shall positively promote and reflect upon the club of which they are a part of.

All members and executives are required to respect and support the Charter of Rights and Freedoms (1982)

All members and executives are required to respect and conduct business with respect to the Ontario Human Rights Code (1962)

Failure to respect the Ontario Human Rights Code (1962) will result in a sanction that, if not solved through an apology, or another satisfactory means of mediation, will result in the removal of the sanctioned member and/or executive from the Club