

**McMaster Association of Part-Time Students
Special General Meeting – Minutes
Tuesday November 18, 2008 at 5:30 p.m.
Room WB 112/113, David Braley Athletic Centre, McMaster University**

PRESENT Carole Armstrong, Min-Ju Evans, Darlene Hayward, Tina Horton, Jim Huff, Elaine Marion, Rose O'Connor, Cassandra Pohl, David Rennie, Eric Siu, Geraldine Voros, Violet Wakeman-Ajandi, Candace Waterkamp, Allan Wong (chair)

BY PROXY None

STAFF Sam Minniti (Executive Director)

CONSTITUTION OF THE MEETING

The chair, Allan Wong, certified that notice had been duly served. A quorum being present, the meeting was called to order.

ATTACHMENTS TO THE OFFICIAL COPY OF THE MINUTES

- Agenda
- MAPS Bylaw with proposed amendments (tracked changes)

1. ADOPTION OF THE AGENDA

Motion: Moved by Hayward, seconded by Armstrong that the agenda be adopted as presented. **Carried Unanimously.**

2. MAPS BYLAW AMENDMENTS

Minniti circulated MAPS Bylaw with the proposed amendments as tracked changes, a copy of which is annexed to the master copy of the minutes. Minniti indicated that the impetus for reviewing the MAPS Bylaw dealt predominantly with avoiding some of the confusion that surfaced at the 2008 Annual General Meeting in regards to associate membership and proxy voting. The MAPS Bylaw was also reviewed for spelling, grammar, gender-neutral language, and the inclusion of modern means for notice of meetings. Minniti went through each proposed amendment:

Section 5.b)

Removal of Associate Membership.

Removal of "Associate Member may be held by individuals who, at the time of written application to the Executive Director, have been Full Members within the previous three years. The Executive Director shall maintain a Register of Associate Membership."

Minniti indicated that the consensus amongst the Ad-Hoc Bylaw Review Committee and Executive Committee was that only current members of MAPS be eligible to participate in MAPS (stand for election, vote along with all other rights and responsibilities associated with membership. The focus is on existing part-time students who pay MAPS fees as opposed to

previous part-time students or alumni. Associate membership grants individuals all the rights of a fee-paying MAPS member, and as such, is inequitable.

Section 7.f)

Recommendation to not just have one person, the Executive Director, count votes.

Removal of "...or one impartial person chosen by the Executive Director."

Minniti indicated that the intent is to have the Executive Director, Office Administrator, and one non-Executive Board member (if possible) count votes.

Section 7.h)

Recommendation to expand the definition of notice to allow for electronic communication vehicles (besides *The Link* newsletter) and the removal of the ability for the membership to meet without a quorate number.

Section 7.i)

Recommendation to change the percentage of members required to call a Special General Meeting. Changed from one percent to ten percent of members.

Section 7.j)

Recommendation to refine and expand the definition of notice to allow for electronic communication vehicles and eliminate confusion within this section.

Removal of "The members may consider and transact any business either an AGM or SGM without any notice thereof at any meeting of the members" and "No public notice nor advertisement of members' meetings, AGM or SGM, shall be required..."

Section 8.

Recommendation to expand the definition of notice to allow for electronic communications vehicles.

Section 12

Recommendation to expand the definition of notice to allow for electronic communications vehicles.

Section 13

Recommendation to specify that two additional members elected to the MAPS Board need not be members of the Corporation. This would allow the MAPS Board to appoint champions of part-time students who are not part-time students, such as faculty, staff, or alumni.

Section 19

Inclusion of gender-neutral language.

Section 27

Inclusion of gender-neutral language.

Section 33

Recommendation to expand the definition of notice to allow for electronic communication vehicles and remove the need of requiring written notice in two consecutive issues of *The Link*.

Section 36

Recommendation to remove the requirement of monthly reporting of the Corporation's financial position. Minniti indicated that the Ad-Hoc Bylaw Review Committee and Executive Committee agreed that this was not practical or realistic given the schedule of reporting by the University

(i.e. fee transfers, charges/credits to MAPS' account) as well as the financial institutions that works with MAPS. This practice is more succinctly captured with the approval of the budget on a yearly basis.

Section 41

Recommendation to expand the definition of notice to allow for electronic communication vehicles.

Motion: Moved by Marion, seconded by O'Connor that the membership approve the amendments to the MAPS Bylaw as recommended by the MAPS Ad-Hoc Bylaw Review Committee, the MAPS Executive Committee, and the MAPS Board of Directors.

Carried Unanimously.

3. TIME OF NEXT MEEINT/ADJOURNMENT

Minniti informed the membership that he did not anticipate any further Special General Meetings during the 2008-2009 academic year, but indicated that the MAPS Annual General Meeting will take place in April of 2009, with notice being served via *The Link* and the e-mail distribution list (EDL). There being no further business, the chair entertained a motion to adjourn.

Motion: Moved by Rennie, seconded by Armstrong that the Special General Meeting of MAPS adjourn.

Carried Unanimously.

The meeting adjourned at 6:00 p.m.