

MEMORANDUM

TO: YUFA Executive
FROM: Mary Kandiuk, VP Internal
RE: **Review of YUFA Constitution & By-laws**
DATE: May 22, 2012

The YUFA Constitution and By-laws Subcommittee was struck by Executive and ratified by Stewards' Council in 2010. The terms of reference of the Subcommittee as ratified were to review the existing YUFA Constitution and By-laws and make recommendations for changes. The members of the Subcommittee were: Mary Kandiuk (Chair & VP Internal), Bernard Lightman (former Chief Steward), Rose Steele (Equity Officer), Richard Wellen (Treasurer), Nicola Short (Member-at-large), and Henry Jackman (Member-at-large), supported by Jill Flohil (Staff). The Subcommittee outlined a time frame, once extended, and a process that was agreed to by both Executive and Stewards' Council which included broad consultation and a deadline for submission of suggestions to be considered. As part of its mandate, the Subcommittee undertook consultations with current and past Officers of YUFA, and all relevant committees and subcommittees of YUFA, including past Chairs / Co-Chairs of these committees. It also invited submissions from the YUFA general membership. As stated in the Chair's reports to Executive, Stewards' Council and the General Membership Meeting of 6 April 2011, the anticipated outcome of this review, as undertaken by the Subcommittee, was to clarify processes, clear up ambiguity, and update language that is out of date. A Report prepared by the Subcommittee and approved by Executive on 28 February 2012, was circulated to members of Stewards' Council in advance of the 2 March 2012 Stewards' Council. The deadline agreed to by Stewards for providing comments to the Report was 30 March 2012. The Subcommittee met to discuss the comments received from Stewards and produced a revised Report which was circulated to Stewards in advance of the 13 April 2012 Stewards' Council. The Subcommittee had met its terms of reference and mandate and a motion to disband the Subcommittee was passed at the 8 May 2012 meeting of the YUFA Executive.

Please find attached the final documents, agreed to by all members of the YUFA Constitution & By-laws Subcommittee and referred to Executive 22 May 2012.