

MEMORANDUM

TO: Workplace Stewards

FROM: David Mastin, Provincial Annual General Meeting Chairperson

DATE: December 7, 2010

RE: **Resolutions to the August 2011 ETFO Provincial Annual General Meeting**

Please circulate this information to all ETFO members on staff.

At this time, members are invited to submit resolutions for the 2011 ETFO Provincial Annual General Meeting. Resolutions proposed by individual members and by the Durham Local executive will be brought to our February 23rd Local General Meeting for debate and, if approved, submitted to Provincial ETFO. Proposed resolutions may also be introduced at the February 23rd Local General Meeting. The current provincial constitution is printed in the 2010 - 2011 ETFO reference book which was recently sent to Workplace Stewards.

Proposed resolutions must be submitted using the form attached to this memo, and must have a mover and a seconder to be considered in order.

Please forward proposed resolutions to the Local ETFO office by Board courier or fax. Each must be date stamped at the Local on or before February 4, 2011.

RESOLUTION FORM FOR THE 2011 ETFO ANNUAL GENERAL MEETING

MOVED BY: _____

SECONDED BY: _____

RESOLUTION: THAT _____
(see format over)

RATIONALE:

A BRIEF RATIONALE (UNDER 100 WORDS) MUST BE PROVIDED IN ORDER FOR THE RESOLUTION TO BE ACCEPTED FOR PRINTING IN THE ANNUAL MEETING BOOKLET.

DATE _____

SIGNATURE _____

**GUIDELINES FOR RESOLUTIONS
RESOLUTIONS MUST BE RECEIVED IN THE LOCAL ETFO OFFICE BEFORE
FEBRUARY 4, 2011**

1. **PLEASE ENSURE THAT THE CORRECT STEM IS INCLUDED WITH ALL RESOLUTIONS, AS IN THE EXAMPLES BELOW:**

THAT ARTICLE **NUMBER, NAME**, SECTION **NUMBER**, BE AMENDED (OR BE AMENDED BY THE ADDITION OF A NEW SECTION) TO READ:

THAT BYLAW **NUMBER, NAME**, SECTION **NUMBER**, BE AMENDED (OR BE AMENDED BY THE ADDITION OF A NEW SECTION) TO READ:

THAT POLICY STATEMENTS, **NUMBER, NAME**, SECTION **NUMBER**, BE AMENDED (OR BE AMENDED BY THE ADDITION OF A NEW SECTION) TO READ:

THAT POSITION STATEMENTS, **NUMBER, NAME**, SECTION **NUMBER**, BE AMENDED (OR BE AMENDED BY THE ADDITION OF A NEW SECTION) TO READ:

THAT ETFO ENCOURAGE LOCALS TO . . .

THAT A TASK FORCE OF THE EXECUTIVE (ANNUAL MEETING) BE ESTABLISHED TO . . .

THAT ETFO, THROUGH OTF (AND CTF) LOBBY . . .

THAT . . . FOLLOWED BY THE ACTION INTENDED

2. EACH RESOLUTION MUST BE ONE CLEAR, CONCISE STATEMENT ON A SEPARATE RESOLUTION FORM.
3. A COPY OF EACH RESOLUTION, INCLUDING RATIONALE, SHOULD BE KEPT FOR YOUR RECORDS.