

CONSTITUTION of the BAKER HOUSE RESIDENTS' ASSOCIATION

1. DEFINITIONS

"Association" means the Baker House Residents' Association

"Baker House" means the Baker House residence (Building H) at the University of the Fraser Valley

"SUS" means the University of the Fraser Valley Student Union Society

"Term" means one academic term/session:

Winter Term: January – April

Spring/Summer Term: May-August

Fall Term: September-December

"University" means the University of the Fraser Valley

2. NAME

The official name of the association shall be "Baker House Residents' Association". The name may be abbreviated as BHRA.

3. OBJECTIVES

The objective of the BHRA is to provide a vehicle for Baker House residents to voice to concerns, and to organize activities and events to create and promote understanding and camaraderie amongst the residents.

4. MEMBERSHIP

- a. Membership in the association shall be open to all members of the SUS in good standing.
- b. Full membership shall be available to all members of the SUS in good standing who are residents of Baker House.
- c. Associate membership shall be available to all members of the SUS in good standing who are not residents of Baker House.
- d. Associate members may not vote or stand for election to the executive.
- e. A member may be suspended or expelled from the association through a vote at any association meeting. The vote shall be done by secret ballot, and shall pass only if 2/3 or more of the members present vote in favour of the penalty, which shall be stated before the vote. If the vote does not pass, another vote to penalize a member shall not take place until the next meeting.

5. EXECUTIVE

- a. The executive of the association shall consist of a President, a Vice President, a Treasurer, a Secretary, and one Floor Representative for each floor.

- b. All executives must be student members residing at Baker House.
- c. All executives shall be voted into their positions at a General Meeting. If an executive position is vacant, the President of the association may, on the consensus advice of the other members of the executive, appoint a member to fill the vacant seat until the end of the term.
- d. The term of office for executive position shall be from September to the following August.
- e. If a executive position is vacant at the beginning of a term, there shall be an election to fill the seat.
- f. Executives are not entitled to receive honouraria or salary.
- g. If the the position of Treasurer is vacant, the President or Vice President must assume the duties of the Treasurer until one is elected at the next election or appointed as per section 6c.
- h. If the the position of Secretary is vacant, the President or Vice President must assume the duties of the Secretary until one is elected at the next election or appointed as per section 6c.
- i. If an executive fails to execute his or her duties faithfully, he or she may be impeached and removed from office by a simple majority vote at any association meeting.
- j. An executive who misses more than three meetings in a term without just cause (i.e. schedule conflict) is deemed to have resigned his or her position.
- k. No member shall hold more than two executive positions concurrently.

6. DUTIES OF THE EXECUTIVE

- a. The duties of the President shall consist of:
 - i. Serving as the chair at all association meetings.
 - ii. Serving as the main contact person and spokesperson for the association.
 - iii. Assisting with organizing any association events.
 - iv. Promoting the association and its objectives.
 - v. Ensuring that the constitution is upheld.
- b. The duties of the Vice President shall consist of:
 - i. Assuming the responsibilities of the President when he or she is not present.
 - ii. Assisting with organizing any association events.
 - iii. Ensuring that the association's meetings are well publicized.
 - iv. Promoting the association and its objectives.
 - v. Ensuring that the constitution is upheld.
- c. The duties of the Treasurer shall consist of:
 - i. Keeping and maintaining the records of the association's receipts and disbursements.
 - ii. Creating the association's budget.
 - iii. Promoting the association and its objectives.
 - iv. Ensuring that the constitution is upheld.
- d. The duties of the Secretary shall consist of:
 - i. Taking minutes at all meetings.
 - ii. Preparing agendas for general meetings.
 - iii. Keeping copies of all correspondence between the association and SUS, including but not limited to registration packages and funding request forms.
 - iv. Promoting the association and its objectives.
 - v. Ensuring that the constitution is upheld.

- e. The duties of the Floor Representatives shall consist of:
 - i. Ensuring that their fellow floormates are informed of association activities and events.
 - ii. Promoting the association and its objectives.

7. MEETINGS

- a. A general meeting shall be held during the first three weeks of a term.
- b. There shall be at least one regular meeting each month.
- c. Meetings shall be advertised through posters, the internet, e-mail, and/or any other mediums deemed appropriate by the executive.
- d. Meeting advertising must include the use of posters: one on each floor and one in the elevator.
- e. Meetings must be advertised at least five days in advance of the meeting. General meetings should be advertised at least ten days in advance.
- f. Minutes shall be kept for all meetings.
- g. All meetings must meet quorum in order to conduct business.
 - i. The quorum for a general meeting is ten members, to include at least three executives
 - ii. The quorum for a regular meeting is five members, to include at least two executives.

8. VOTING

- a. Each full member of the association may cast one vote.
- b. The chair may not vote, except to break a tie.
- c. To win an election for an executive position, one must obtain a simple majority (>50%) of the votes cast. If there is no such winner, the candidate with the least number of votes will be eliminated, and there shall be run-offs between the remaining candidates until one receives a majority of the votes.
- d. Voting may be done by a simple show of hands, or by secret ballot. Voting will be done by a simple show of hands unless two or more members request that the voting be done secret ballot.
- e. Nomination shall be done at the meeting at which the election will be held. A member may self-nominate. Absentee nominations are permissible; the nominator should contact the chair.

9. AMENDMENTS

- a. This constitution may be amended only with a 2/3 vote at a general meeting, or by a petition containing the signatures of no less than 40% of all signed members.

10. DISSOLUTION

- a. If the association is inactive for three consecutive semesters, it shall be deemed to be inactive, and assets, if any, shall be transferred to the SUS in trust, to be given to any similar organization starting within five years of this organization's dissolution.