

**January 30, 2019**

**Gen Mtg: 2017-APR-04**

# **Union 52 Benevolent Society Bylaws 1**

**Service AB, registered: 2018-FEB-26**

## **Schedule 1 - MEMBERS & COMMUNITY SUPPORT COMMITTEE**

### **BYLAWS**

#### **Preamble**

Whereas, the Employees Charitable Assistance Fund was formed in January 1941. It was then called the War Charities Fund. A vote was made in 1941 which resulted in favour of compulsory deductions for this Fund. A resolution was passed by City Council that the deduction for the fund would be a condition of employment.

Contributions for this Fund came from employee's wages. The deduction was based on one-quarter (1/4) of one percent (1%) of gross salary, excluding overtime.

A portion of this deduction sixty percent (60%) could have been used by members as a charitable deduction.

Income tax regulations regarding charitable donations at that time determined disbursement of funds of forty percent (40%) for Members Assistance (Members emergency financial support and educational bursaries to dependents of participating, deceased or retired members) and sixty percent (60%) for donations to registered charitable organizations.

The fund was dispersed by the Employee Charitable Assistance Committee until 2005. A change in Canada Revenue status required a change to the Committee. After information sharing, a vote was taken by the Membership and a new Committee was formed.

CSU 52 may establish or disband Committees, Sub-Committees, and Ad Hoc Committees to deal with Union matters. On June 7, 2005, at a General Membership Meeting, the Union members passed a motion:

“Effective the first pay period in 2006, the current deduction for charitable donations will be replaced with an equal deduction added to Union dues (one quarter (1/4) of one percent (1%) of each member's salary). The purpose of this deduction is to establish a specific Union Committee that will distribute money in a similar manner and in keeping with the purposes of CSU 52 Employee

Charitable Assistance Committee as at the date the Committee ceases to operate or December 31, 2005, whichever first occurs.”

DRAFT P&P and MCSC (300119) Board Approved (120219)

## **1. NAME**

### **1.01**

The name of this Committee shall be “Members & Community Support Committee” (hereinafter to be referred as the “Committee”).

## **2. RESPONSIBILITIES**

### **2.01**

The responsibilities of the committee are:

- (a) To provide short-term emergency financial assistance to members.
- (b) To provide educational bursaries to dependents of participating, deceased or retired members.
- (c) To provide course reimbursement to members for continuing education related to union, labour or career development. (Effective January 2017)
- (d) To make recommendations to the Board of Directors regarding the Guidelines for the distribution of funds.
- (e) To provide donations to registered charities, non-profit organizations, and other organizations as determined by the Committee guidelines.
- (f) The Committee shall follow the Union 52 Benevolent Bylaws, Committee Terms of Reference and the Policy & Procedures of the Union.

## **3. APPEALING A COMMITTEE DECISION**

Should a request be denied by the Committee, the Member can appeal to the Board of Directors.

## **4. MEMBERS & TERMS OF OFFICE**

The Members & Community Support Committee shall consist of the CSU 52 Treasurer and six (6) members elected by the Union membership at the January General Meeting for a two (2) year term. Three (3) members shall be elected in even years and three (3) members in odd years.

Vacancies shall be filled at the request of the Committee by election at a General Meeting.

## **5. CONTRIBUTIONS TO THE FUND**

The Union will ensure that all of its Collective Agreements contain an article establishing the collection of contributions by way of payroll deductions, and the Union hereby authorizes the Payroll section for each Contractual Unit to forward such funds to the Union. The Union dues collected for this purpose shall be one quarter (1/4) of one percent (1%) of each member's salary, excluding overtime.

## **6. FINANCES**

### **6.01 Signing Authority**

Expenses of the Society shall be only for the purposes of the Society and, in all cases, shall be paid by cheque signed by the Treasurer and counter-signed by the President. If the President is not available, the First Vice-President may sign. If the First Vice-President is not available, the Second Vice-President may sign.

In the event that the Treasurer is not able to sign cheques, the President and the First Vice-President (or the Second Vice-President, if the First Vice-President is not available) may sign cheques.

### **6.02 Audit**

The books, accounts and records of the Committee shall be audited at least once a year by a duly qualified accountant. The Auditor shall be selected according to Article 22 of the Benevolent Society Bylaws.

### **6.03 Undistributed Funds**

Any funds not allocated by the Committee at the end of the calendar year will be transferred to the Members Emergency Fund. These funds will be used to promote the Society's objectives, and to further the interest and welfare of its members by working towards improved working conditions and a higher standard of living.

### **6.04 Termination of this Committee**

In the event of the termination of this Committee, all assets of the Committee remaining after provision for all expenses in terminating, administering and providing for a final audit of the Committee will be allocated to the Members Emergency Fund.

P&P and MCSC Approved: January 30, 2019  
Housekeeping From Bylaws Committee Updated February 7, 2019  
Board Approved: February 12, 2019