

By-Law 11 – Annual and Special General Meetings

1. The Annual General Meeting of the Society shall be held between September 15th and October 31st each year. In addition to any other business proposed by the Board, Council or members of the Society, the following business shall be conducted at the Annual General Meeting:
 - a. Appointing a Chair for the Annual General Meeting.
 - b. Receiving and filing the minutes of the previous year's Annual General Meeting and any Special General Meetings held since the last Annual General Meeting.
 - c. Receiving the Annual Report of the Board.
 - d. Receiving the Vice-President Finance's report.
 - e. Receiving the Auditor's report.
 - f. Appointing the Auditor for the coming year.
2. Notice of the Annual General Meeting or of any Special General Meeting shall be given at least twenty-one (21) calendar days prior to the date on which the meeting is to be held, and all notices shall clearly state the date, time, location, and proposed agenda. Sufficient notice will be deemed to have been given with the posting of no less than the following:
 - a. A conspicuous notice not less than eleven inches by seventeen inches in size upon three (3) or more different bulletin boards about the Burnaby Campus, upon at least one (1) bulletin board at the Harbour Centre Campus, and upon at least three (3) or more different bulletin boards at the Surrey Campus.
 - b. Written or electronic memoranda to all active and recognized Department Student Unions, Faculty Student Unions and Constituency Groups.
 - c. An advertisement in the student newspaper or other student publication normally available to all members of the Society.
 - d. A notice not less than eleven inches by seventeen inches in the vicinity of the Society's offices.
 - e. Electronic memoranda to all active members of the Society, unless the University is unable or declines to provide the necessary access to student electronic contact lists.
3. Accidental omission in giving notice of the Annual General Meeting or a Special General Meeting, or the non-receipt of notice by the members of the Society, shall not constitute a violation of the proceedings of the meeting.
4. Each member in good standing of the Society shall be entitled to vote at the Annual General Meeting or at any Special General Meeting. In order to exercise her or his vote the member shall be present at the meeting at the time the vote is put, and no votes by proxy shall be allowed.
5. Quorum for the Annual General Meeting and any Special General Meeting shall be two hundred and fifty (250) members in good standing of the Society.
6. If within thirty (30) minutes from the time appointed for the Annual General Meeting a quorum is not present, quorum shall be twenty (20) members in good

- standing of the Society, and the meeting shall transact only such business as is specifically referred to in By-Law 11(1) [a]-[f].
7. Special General Meetings may be convened at any time by resolution of two thirds (2/3) of the members of the Board or Council.
 8. The President shall convene a Special General Meeting within thirty (30) calendar days of receipt of a petition signed by five (5) per cent or more of members in good standing of the Society.
 9. Resolutions of the Annual General Meeting and of any Special General Meeting shall be governed by a simple majority of votes cast, except where the provisions of these By-Laws or the Society Act require otherwise.
 10. Robert's Rules of Order shall govern the conduct of the Annual General Meeting and of any Special General Meeting.