

**Association canadienne des enseignantes et des enseignants retraités**

**Canadian Association of Retired Teachers**

Date  : October 12, 2020

From : Roger Régimbal Executive Director

To ; AC Executive

Objet : Review of Routines

At the last meeting, there was an agreement that we should look at our routines and decide what needs to be either abandoned or improved. Are there procedures that we should install?

This is just a list to begin with. Your suggestions are welcome.

**Executive meetings**

1. Recording of movers and seconders in the minutes.

Burinots states:



This indicates that a seconder is not necessary to debate and adopt a motion. Since minutes are the legal trail of the issues dealt with by the meeting, can we legally not record a mover?

**AGM**

1. Motion to thank people and organizations that have worked with us during the past year or for the AGM.
2. Minutes are lengthy

Although there is repeat information, I think it is a one-stop place where the most pertinent info is stored. Even though we have all the reports very few will keep last year’s documents and there is a constant turn over in the Members’ delegations. Many will not see the minutes until the next AGM. I believe that we should continue the practice.

**Post AGM meeting**

1. Motion to authorize one signature for amounts of less than $2,000.

This motion is not necessary as it is now part of Protocol 6.

Thank you



Roger Régimbal

Executive director