

**CONSTITUTION
SOCIETY OF PROFESSIONAL ENGINEERS
AND ASSOCIATES (SPEA)**

Approved by Membership Referendum January 20, 2009

**Article 1
OBJECTIVES**

1.1 The Society of Professional Engineers and Associates (SPEA) is a union committed to promoting the economic and professional well being of its members in a professional and democratic manner. In particular:

- (a) SPEA is committed to operating an open and democratic union with a focus on communicating with members, and receiving input and guidance from members;
- (b) SPEA undertakes to ensure that the Collective Agreement is adhered to and to deal with members' complaints/grievances efficiently and fairly;
- (c) SPEA undertakes to bargain strong and fair Collective Agreements; and
- (d) SPEA is committed to acting in the public forum and within the broader labour movement to promote the interests of its members.

**Article 2
MEMBERSHIP**

2.1 Membership in SPEA is open to all persons who are employees of an employer for which SPEA has been granted bargaining rights or for which SPEA is seeking bargaining rights.

2.2 Membership is obtained by applying for membership in SPEA, subject to Article 10.

2.3 Only SPEA members are eligible to participate in SPEA activities. Without limiting the generality of the foregoing, and subject to the requirements of the *Canada Labour Code*, only SPEA members may vote in elections or referenda, attend Membership Meetings, receive information/communications from SPEA, and be eligible to receive strike pay.

Article 3

THE SPEA EXECUTIVE COMMITTEE

3.1 General Responsibilities of the Executive

The SPEA Executive Committee (“the Executive”) is responsible for the day-to-day operation of SPEA, and for ensuring that SPEA meets its Objectives (Article 1) in a manner consistent with the Constitution. The SPEA Executive may, of its own power, decide and act upon all matters in accordance with this Constitution. The SPEA Executive consists of five Officers (President, Vice-President, Secretary, Treasurer and Membership Chair) and Members-at-Large (M-a-Ls). Executive members are expected to chair or sit on at least one committee and to represent members with complaints or grievances.

3.2 President

The SPEA President is the Chief Executive Officer of SPEA and is responsible for the general supervision of the business and affairs of SPEA. The President acts as Chair at Executive and General Meetings.

3.3 Vice-President

The SPEA Vice-President supports the President in his/her duties, and acts as the Chair of the Grievance Committee. In the absence, or refusal to act, of the President, the Vice-President will perform the duties and exercise the powers of the President.

3.4 Secretary

The SPEA Secretary is responsible for the control of all non-financial records of SPEA. These records include: Minutes of Executive, General and Special Meetings, and notices. The Secretary is responsible for giving all required notices to the membership and the Executive. The Secretary is responsible for ensuring that the membership receives periodic newsletters and bulletins. The Secretary is the custodian of SPEA’s official Seal.

3.5 Treasurer

The SPEA Treasurer is responsible for the preparation of the annual budget and for monitoring expenses/revenue in relation to that budget. The treasurer is responsible for arranging and presenting an annual Audit. The treasurer is responsible for keeping complete and accurate records of all financial transactions of SPEA.

3.6 Membership Chair

The SPEA Membership Chair is responsible for ensuring that new employees are signed up as members, for maintaining a communication structure, and for planning membership activities. The Membership Chair is responsible for maintaining bargaining unit information provided by the employer.

3.7 Officer Delegation

Officers may delegate some or all of their responsibilities with the approval of the Executive.

3.8 Member-at-Large Representation

Executive membership includes representation by Members-at-Large from each of the employers' sites where such sites have the requisite degree of permanence and where numbers warrant. The Executive will determine whether a site ought to have representation by a Member-at-Large based on the above factors. If no Member-at-Large position for a site is designated, members at that site are eligible to vote for Members-at-Large at the Mississauga site. In accordance with the foregoing, each site will elect Members-at-Large according to the number of members based at that site as follows:

- (a) One Member-at-Large for between ten and ninety-nine members;
- (b) A second Member-at-Large for between one hundred and one-hundred-and-ninety-nine members; and
- (c) An additional Member-at-Large for increments of one hundred members thereafter (for example, three Members-at-Large for two hundred members, five Members-at-Large for four hundred members, etc.)

3.9 Executive Committee members may only hold one position.

3.10 Quorum

Quorum for SPEA Executive meetings is fifty percent of the Executive Committee membership.

3.11 Executive Board Representation - New Bargaining Units

In the event that SPEA obtains bargaining rights for additional bargaining units within Atomic Energy of Canada Limited or elsewhere, such bargaining units shall have representation at the Executive Committee consistent with the principles set out in this Article. Members of new bargaining units will be eligible to vote for Officer positions in the next scheduled election. New bargaining units will also have representation by at least one Member-at-Large and additional Members-at-Large consistent with Article 3.8. Elections for M-a-Ls at new bargaining units will occur within two months of SPEA having obtained bargaining rights for the new unit.

3.12 Site Vice-President

Each site within Canada with at least fifty bargaining unit members based in that location with the requisite degree of permanence shall elect a Vice-President to the Executive. The election of a Site Vice-President will reduce the Member(s)-at-Large for that site by one person. The Site Vice-President is responsible for ensuring that site-specific issues are brought to the attention of the SPEA Executive. This provision will also apply to new bargaining units.

Article 4

SPEA COMMITTEES

4.1 The SPEA Executive is responsible for coordinating the work of committees. Committee membership is open to all SPEA members and must be approved by the Executive. Executive members are expected to chair or sit on at least one committee. In addition to the committees listed below, the SPEA Executive may create *ad hoc* committees as required.

4.2 The President is entitled to sit as an *ex officio* member at any committee meetings. The President may also be a voting member or chair of committees.

4.3 Grievance Committee

The Grievance Committee is chaired by the SPEA Vice-President. The Grievance Committee is responsible for the coordination of grievances. If the Grievance Committee wishes to withdraw/settle a grievance and the grievor does not agree, the matter will be referred to the Executive for a vote and the grievor is entitled to reasonable notice of such meeting and to make representations to the Executive. If the Grievance Committee wishes to refer a grievance to arbitration, the matter will be voted upon by the Executive.

4.4 Membership Committee

The Membership Committee is chaired by the Membership Chair. The Membership Committee is responsible for ensuring that new employees are signed up, for maintaining a communication structure and for planning membership activities.

4.5 Political Action Committee

The Political Action Committee acts in the public arena to advocate for members' interests.

4.6 Negotiating Committee

The Negotiating Committee is responsible for developing bargaining proposals based on input from the Executive and the broader membership. The Negotiating Committee conducts collective bargaining negotiations with the employer. The Negotiating Committee is selected by the Executive and must be approved by the membership at a General Meeting.

4.7 Contractor Committee

The Contractor Committee is responsible for monitoring the use of contractors and ensuring their use is consistent with the Collective Agreement.

4.8 Career Development & Training Committee

The Career Development & Training Committee is responsible for reviewing the employer's training plans and related documents and addressing related issues of concern to the membership.

4.9 Site Safety & Health Committee

The Site Safety & Health Committee includes SPEA representation by a member selected by the Executive. This Committee is responsible for advocating a healthful and safe environment and ensuring that health and safety legislation is adhered to.

4.10 Company Wide Benefits Review Committee

The Company Wide Benefits Review Committee includes SPEA representation by a member selected by the Executive. This Committee is responsible for reviewing expenditures under the group benefits plan, recommending changes to the premiums, looking for ways to make benefits more useful, and recommending any changes in the insurance carrier.

4.11 Employment Equity Committee

The Employment Equity Committee includes SPEA representation by a member selected by the Executive. This Committee is responsible for ensuring that the Company takes positive measures to promote employment equity pursuant to its legislative obligations and the Collective Agreement.

4.12 Conference Review Panel

SPEA member(s) sit on AECL Panel(s) to consider proposals for the production of papers and conference attendance.

4.13 Promotions Committee

The Promotions Committee considers all cases for promotion to PG5 and PG6. Two SPEA members sit as non-voting members on the Committee.

4.14 Collective Agreement & Legislative Provisions

The committees described in paragraphs 4.6 – 4.13 inclusive are mandated by the Collective Agreement and/or legislation. As such the mandate and composition of these committees may be impacted by Collective Agreement or legislative changes.

Article 5 FINANCES

5.1 Membership Dues

Membership dues will be paid by all members. New members for whom SPEA is seeking bargaining rights will not pay membership dues until a Collective Agreement has been ratified; or, in the case of an existing bargaining unit, until bargaining rights have been effectively transferred to SPEA.

5.2 Any change in dues must be approved by the membership by means of a referendum pursuant to Article 11. Dues cannot be reduced to an extent that would prohibit SPEA from meeting its financial and legal obligations.

5.3 Notwithstanding Article 5.2, the Executive retains authority to adopt a formula for the prorating of membership dues for members who work part-time.

5.4 Financial Prudence

SPEA must operate in a financially prudent manner. Expenditures made by SPEA are for the purpose of furthering SPEA's Objectives as set out in this Constitution. SPEA shall not operate a deficit except as set out in Article 5.5 below. Expenditures must be covered by dues and any other income.

5.5 Notwithstanding Article 5.4, there may be certain extraordinary circumstances, during which the borrowing of funds is required (such as strikes). In such circumstances, prior membership approval will be required by means of a General Meeting motion pursuant to Article 9.

5.6 Cheques and other instruments of transaction for moving SPEA funds must be authorized by two Officers. This requirement does not apply to transfers between SPEA accounts within the same credit union or bank.

5.7 Any investment of SPEA funds in securities shall be made in accordance with the principles set out in the *Trustee Act*. Where possible, for banking purposes, SPEA will belong to and use the services of a credit union (the credit union must be adequately insured).

5.8 SPEA shall not establish or participate financially in any commercial enterprise without the approval of the membership by means of a referendum.

5.9 Prior Approval for Expenditures

SPEA Executive members must obtain prior approval from the Executive before incurring any budgeted expense greater than \$1,000.00.

5.10 Notwithstanding Article 5.9, there may be extraordinary circumstances under which spending decisions must be made quickly and approved by the Executive after the fact. Under these circumstances, significant effort must be made to obtain approval of as many Executive members as possible, and the liability remains with the individual unless approved by the Executive.

5.11 Budget

The fiscal year will run from January 1st to December 31st. The Executive will approve an annual budget prior to the start of each fiscal year. Any changes to the budget must be approved by the Executive.

Article 6 AUDIT

6.1 The financial records of SPEA shall be audited annually at the end of each fiscal year. The Audited statements/report will be presented at the following Annual General Meeting.

6.2 An official Auditor shall be approved by the Executive. The Auditor shall be a Chartered Accountant with a public accounting license, accredited in the Province of Ontario to conduct financial audits.

6.3 Audited statements/report shall be available to any Member upon request.

Article 7

ENTERING INTO FORMAL ASSOCIATIONS

7.1 Entering into formal associations with other organizations or unions which will not have a significant impact on the budget and which will not require Constitutional amendments must be decided by means of a General or Special Meeting motion pursuant to Article 9.

7.2 Entering into formal associations with other organizations or unions which will have a significant impact on the budget or which will require Constitutional amendments must be decided by means of a referendum pursuant to Article 11.

Article 8

SPEA ELECTIONS

8.1 General

Elections for the SPEA Executive will take place in March. Elections for Officers will be conducted by secret ballot vote at an Election Meeting. Elections for Members-at-Large will be conducted by secret ballot vote at an Election Meeting(s) held at least five working days and not more than fifteen working days after the Officers' election. The term of office for all positions is three years. The newly elected representatives will take office immediately upon the announcement of final Members-at-Large election results.

8.2 Vacancies

Notwithstanding Article 8.1 (three-year terms), Executive members will be given the opportunity each February to provide notice that they wish to step down from their position. In the event that any Executive member wishes to step down, elections for the balance of the term of office for that position(s) will be held at an Election Meeting to be held the following month.

8.3 In the event of a vacancy not covered by Article 8.2 occurring more than six months prior to the expiry of the term of office, the call for nominations to fill the vacancy will occur within six months of the vacancy. Elections will be held at an Election Meeting called for this purpose. If the vacancy occurs less than six months prior to the expiry of the term of office, the Executive may choose to leave the position unfilled or call an election.

8.4 Executive members are eligible to stand for election if a vacancy is created.

8.5 Election Delays

Elections may be delayed by up to six months only in the event that SPEA is engaged in collective bargaining negotiations. Approval must be obtained by means of a General Meeting motion. In the event that collective bargaining negotiations are not resolved after the first delay, further delays in three-month intervals must also be approved by a General Meeting motion.

8.6 Chief Returning Officers and Deputy Returning Officers

The Executive shall appoint a Chief Returning Officer (CRO) for a term of office coinciding with the term of office of the Executive. The CRO is responsible for the conduct of elections and oversees the counting of ballots. For Election Meetings at non-Mississauga sites, the CRO may appoint Deputy Returning Officers (DROs) from among the members at the site. The CRO and DROs must be SPEA members, but shall not be members of the Executive, nor can they stand for election.

8.7 Nominating Committee Chair

The SPEA Executive shall appoint a Nominating Committee Chair (NCC). The CRO may be appointed to act as NCC. The NCC coordinates the nomination procedure and verifies the validity of nominations. Nominations for all Executive positions at all sites shall be submitted to the NCC in writing. The nomination shall include the names of the nominator and seconder, and an agreement from the nominee that he/she is willing to contest the position. The NCC must be a SPEA member, but cannot be a member of the Executive, nor can the NCC stand for election.

8.8 Nominations

Nominations for Officers shall be open for a two-week period and shall close five working days before the Election Meeting at which voting takes place.

Nominations for Members-at-Large shall commence at the same time as nominations for Officers and shall be open until three working days after the Election Meeting for the Officer positions. All reasonable steps must be taken to ensure that all SPEA members receive notice of the Nomination period and the Nomination period is not considered “open” until such notice has been provided. Candidates who are defeated in elections for Officer are eligible to run for Member-at-Large.

8.9 Extension of Nomination Period

The NCC has discretion to extend the nomination period for any position if no nominations have been received by the nomination deadline for that position. Nominations may be extended up to (and including) the applicable Election Meeting.

8.10 Candidates to Communicate with Membership

All candidates will be provided an equal opportunity prior to the Election Meeting to provide a brief written statement that will be distributed to the membership. Candidates will also be provided an opportunity at the commencement of the Election Meeting to make a brief speech.

8.11 Election Meetings

At least five working days notice must be provided for Election meetings. Election Meetings must adhere to the following principles:

- (a) Confidentiality must be ensured;
- (b) All members must be provided a reasonable opportunity to vote;
- (c) Membership status must be properly verified;
- (d) The process must ensure against multiple voting by one member.

8.12 Election Meetings held in Mississauga are chaired by the NCC. Election Meetings at other sites are chaired by that site's DRO. The chair will not vote except in the event of a tie.

8.13 Scrutineers

Scrutineers shall be neither SPEA members, nor eligible for membership. Scrutineers are appointed by the CRO (or, where applicable, by the DRO). The duties of scrutineers include:

- (a) Confirmation of membership of all persons entering the meeting hall;
- (b) Issuing of one ballot to each member entering the meeting hall;
- (c) Identifying any spoiled ballots to the CRO;
- (d) Counting the cast ballots; and
- (e) Reporting the results of the count to the CRO.

8.14 Absentee Ballots

Absentee voting will be permitted if a member is unable to vote at an Election Meeting because the member will be absent for work related reasons, is on an approved leave (including sick leave), or for other reasons approved by the CRO. The CRO (or designate) will devise a method for the acceptance of absentee ballots consistent with the principles set out in Article 8.11 (a-d). Absentee ballots must be tabulated prior to the Mississauga Election Meeting.

8.15 Proxy Voting

Proxy voting is not permitted.

8.16 Conduct of Elections at Non-Mississauga Sites

The CRO may appoint a DRO at each non-Mississauga site with at least ten members. In consultation with the CRO, the DRO will determine whether it is appropriate to conduct elections at non-Mississauga sites by way of a secret ballot vote at Election Meetings, or such alternative method (for example, mail in ballots) as may be appropriate. Any alternative method must adhere to the principles set out in Article 8.11. Results at non-Mississauga sites must be tabulated and communicated to the CRO prior to the Mississauga Election Meeting.

8.17 Each site will vote for Member-at-Large positions specific to that site as set out in Article 3.8.

8.18 Additional Bargaining Units

In the event that SPEA obtains bargaining rights for additional bargaining units, the conduct of such elections will be determined by the CRO consistent with the principles set out in Article 8.11.

8.19 Call for New Elections – Executive Motion

A new election for any Executive position will be called if a majority of the Executive so decides by way of a specific motion. At least ten working days written notice to all Executive members must be provided prior to such a motion being considered by the Executive. Detailed reasons as to why a new election ought to be held must be provided in the notice and the Executive Member against whom the notice is given must be provided reasonable opportunity to respond to any allegations made against him or her.

8.20 Call for New Elections – Membership Petition

A new election for any Executive position will occur if passed by a motion voted upon at a Special Meeting pursuant to Article 9. A Special Meeting for this purpose will be called if a petition setting out a motion which names the individual(s) and position(s) for which an election is sought is signed by at least ten percent of the membership. For clarity, the motion may not be amended at the Special Meeting so as to add or delete named individual(s)/position(s).

8.21 Call for New Elections – Membership Petition – Site or Additional Bargaining Unit

In the case of a petition as set out in Article 8.20 pertaining to a Member-at-Large, ten percent of the membership at the relevant site (or bargaining unit, if applicable) is required to trigger a Special Meeting. The quorum requirement pursuant to Article 9.15 will be ten percent of the members at the relevant site (or bargaining unit, if applicable).

8.22 Call for New Elections – Incumbent Eligibility

Where an election is called pursuant to Article 8.19, 8.20, or 8.21, the incumbent is eligible to run in the election.

8.23 Election Result Recount

A recount of a vote for an elected position will be allowed upon written request by a candidate to the CRO. The request must be filed within five working days of the original vote and the recount should be completed within five working days of receipt of the request. The CRO will appoint scrutineers for the conduct of the recount who were not present at the original vote.

8.24 Quorum

The quorum for elections shall be ten percent of the membership eligible to vote for the position(s) in question. Absentee ballots will count towards quorum. Ballots from Non-Mississauga sites (or additional bargaining units) will count towards quorum where applicable. In the case of Members-at-Large at non-Mississauga sites, quorum shall be ten percent of the membership at the relevant site (or bargaining unit, if applicable).

8.25 If Quorum Not Reached

If quorum is not reached, the election shall be invalid. In such circumstances a new election must be called within ten working days and further elections shall be called until quorum has been reached. The nomination process for the requisite positions will re-open pursuant to Article 8.8. The previous incumbent(s) will continue to hold office until such a time as quorum has been reached.

8.26 Failure to reach quorum for M-a-L elections will not invalidate Officer elections where the latter achieved quorum. M-a-L elections will not occur until quorum has been achieved in Officer elections.

Article 9 **SPEA MEMBERSHIP MEETINGS**

9.1 General

Membership Meetings provide an avenue of communication between the Executive and the membership. There are four types of membership meetings: Election Meetings (described in Article 8), General Meetings, Special Meetings, and Information Meetings.

9.2 General Meetings

General Meetings are called by the SPEA Executive. The agenda must be posted at least five working days before the Meeting. The agenda sets out any motions to be voted upon. The agenda should be given the widest distribution possible.

9.3 Members may propose additional motions for consideration at a General Meeting if such motions are related to the business of the Meeting. The Executive will determine if this criterion is met. The proposed motion must be delivered in writing to the SPEA Secretary at least three working days prior to the meeting. If the Executive determines that the motion is related to the business of the Meeting, a revised agenda will be posted at least one working day prior to the Meeting.

9.4 Motions from the floor may be proposed for consideration at a future General Meeting. In such circumstances a vote will be held to determine whether or not the motion should be so considered. If approved, a subsequent General Meeting to vote on the motion must occur within fifteen working days.

9.5 Motions related to the conduct of the meeting (procedural motions) may be raised at the meeting.

9.6 Annual General Meeting (AGM)

The AGM is a type of General Meeting. The AGM shall include the presentation and approval of written reports of the President, Treasurer, Auditor and Committee Chairs. The AGM shall take place during the month of February or March. The Annual General Meeting may take place immediately preceding an Election Meeting.

9.7 Special Meetings

Special Meetings may be called by any SPEA member who obtains the required number of signatures (at least ten percent of the SPEA membership) on a petition setting out the motion(s) to be voted upon at the Special Meeting.

9.8 The motion(s) must be set out in such a way that each question can be answered by a “yes” or “no” vote. The names of the mover and seconder shall appear on the petition. The petition must be delivered to a SPEA Officer.

9.9 A Special Meeting must be held within fifteen working days of receipt of the petition.

9.10 Additional motions may not be raised at Special Meetings (other than procedural motions).

9.11 General & Special Meetings - Process

The President acts as chair at General Meetings. The CRO acts as chair at Special Meetings. The chair only votes in the event of a tie.

9.12 The minutes of General and Special Meetings shall be available to members at the SPEA office within two weeks of the Meeting.

9.13 General or Special meetings will be conducted at non-Mississauga sites with at least ten members prior to such meetings being held at the Mississauga site (as close as possible to the date of the Mississauga site meeting). The CRO (or his/her designate at the site) will be responsible for the conduct of such meetings and will ensure that the results of any motions are included in the final results.

9.14 Where a site has fewer than fifty members, the CRO will determine whether voting on the motion will occur by way of a General or Special Meeting, or by way of an alternate method. Such alternate method must adhere to the principles set out in Article 8.11 (except that 8.11(a) does not apply unless motions are voted on by way of secret ballot).

9.15 Quorum for SPEA General & Special Meetings shall be ten percent of the membership.

9.16 Proxy voting is not permitted at General or Special Meetings.

9.17 Article 8.14 (absentee voting) applies to General & Special Meetings.

9.18 Secret Ballot Vote

Voting will be by secret ballot where the consequences of the motion could have significant financial impact on SPEA or individual members or where the matter at issue is of a contentious nature such that members may be intimidated by a public vote. In such event, the CRO will ensure that the procedure for the conduct of the vote adheres to the principles set out in Article 8.11.

9.19 Recount

A recount of a secret ballot vote shall be conducted if the CRO receives a petition signed by 10% of SPEA members. The petition must be received by the CRO within ten working days of the original vote and the recount should be completed within five working days of receipt of the petition. The CRO will appoint scrutineers who were not present at the original vote.

9.20 Executive Compliance

The Executive is bound to comply with the results of a legally established decision of a General or Special Meeting unless such decision conflicts with the Constitution.

9.21 Information Meetings

Information Meetings do not involve the consideration of motions. The purpose of Information Meetings is to allow the Executive to communicate with members and *vice versa*. In addition to calling Information Meetings, the Executive may utilize surveys or other mechanisms to determine the views of the membership. No quorum is required for Information Meetings.

Article 10 REVOCATION OF MEMBERSHIP

10.1 Revocation of membership results in a loss of all of the privileges associated with membership. As such, membership revocation must be utilized as a last resort in cases of extremely egregious conduct. Examples of extremely egregious conduct might include (but is not limited to):

- (a) A member who, despite warnings, repeatedly harasses another member;
- (b) A member who intentionally provides confidential information to management that substantially undermines SPEA's position in bargaining;
- (c) A member who crosses a SPEA picket line.

10.2 The Executive retains authority to determine a process for the handling of complaints, which might result in the revocation of membership. Such process will adhere to principles of fairness and natural justice including:

- (a) Complaints must be particularized and put in writing;
- (b) Respondents must be provided a fair opportunity to respond;
- (c) Hearings to determine such matters must be conducted in accordance with the principles of natural justice and fairness including ensuring that both Complainants and Respondents have a fair opportunity to participate in such hearings; and that decision makers are competent and unbiased.
- (d) Members whose membership has been revoked retain the right to petition for reinstatement of their membership one year after the revocation (and once per year thereafter). Such petition will be considered and determined by the Executive.

Article 11
REFERENDA & AMENDMENTS TO THE CONSTITUTION

11.1 This Constitution may only be amended by a greater than sixty percent majority of the votes received in a referendum. Other questions put to a referendum require greater than fifty percent support.

11.2 A referendum to amend this Constitution may be initiated by a motion approved at a General or Special Meeting, or by the Executive.

11.3 No referendum question may be submitted to the membership without its having been debated in a Meeting (General, Special or Information).

11.4 If the referendum is initiated by a motion at a General or Special Meeting, the Executive Committee must send out referendum ballots within fifteen working days of the meeting.

11.5 All questions submitted for referendum shall be so worded as to be capable of being answered by a direct “yes” or “no” answer.

11.6 The CRO shall provide each SPEA member with a referendum ballot. At least ten working days and not more than twenty working days shall be allowed from the date of distributing the ballots to the date of closing for the referendum.

11.7 The conduct of referenda will be overseen by the CRO in a manner consistent with the principles for elections, set out in Article 8.11 (a) – (d). Two scrutineers will be chosen by the CRO to assist in the counting of ballots. Scrutineers shall be neither SPEA members, nor eligible for membership.

11.8 If the number of ballots returned constitutes less than twenty-five percent of the members, the referendum shall be invalid.

11.9 Recount
Article 9.19 (recounts) applies to Referenda.

Article 12
GENERAL PROVISIONS - RULES OF ORDER

12.1 Proceedings of General and Special Meetings and Executive meetings shall be conducted with reference to Bourinot’s Rules of Order.