



**Summary of *Proposed* Revisions to the
CACCN New Brunswick Chapter
Constitution/Bylaws
Annual General Meeting – October 14, 2010**

Article #	Current Bylaw	Proposed Change	Change and Rationale
Cover of Document	Established 2005	Add: Revision Date: October 14, 2010	Changes to Bylaws
Page 1	The New Brunswick Chapter encompasses the entire province of New Brunswick, and strives to unify the critical care nurses within the province.	The New Brunswick Chapter encompasses the entire provinces of New Brunswick and Prince Edward Island. The Chapter strives to unify the critical care nurses within these provinces.	Change to reflect Chapter Boundaries as set out by the National Board of Directors in March 2010.
Article 1 Miscellaneous Section 3	<p>1.03 At general meetings, or special meetings duly called for the purpose, the New Brunswick chapter shall have the authority to confirm, repeal, or amend proposed bylaw changes upon a two-thirds (2/3) majority vote, providing the membership has received a notice of motion stating the intent of not less than fourteen (14) days prior to the meeting. Notwithstanding the foregoing, the Executive committee shall have the provisional authority to make additional bylaws or to repeal or amend existing bylaws. The changes affected shall, unless confirmed at a special meeting of the association, have force until the next annual general meeting. If the membership does not approve the amended or additional bylaws, no act done or right acquired under the bylaw shall be prejudicially affected by the failure to confirm.</p>	<p>1.03 At least 2.5% of the Active Members with membership constitute a quorum. No business shall be transacted at any general or special meeting unless the said quorum be present at the commencement of business.</p> <p>1.04 At general meetings, or special meetings duly called for the purpose, the New Brunswick chapter shall have the authority to confirm, repeal, or amend proposed bylaw changes upon a two-thirds (2/3) majority vote, providing the membership has received a notice of motion stating the intent of not less than fourteen (14) days prior to the meeting. Notwithstanding the foregoing, the Executive committee shall have the provisional authority to make additional bylaws or to repeal or amend existing bylaws. The changes affected shall, unless confirmed at a special meeting of the association, have force until the next annual general meeting. If the membership does not approve the amended or additional bylaws, no act done or right acquired under the bylaw shall be prejudicially affected by the failure to confirm.</p>	<p>Addition of quorum required to run the meeting.</p> <p>Renumbering to account for the addition of quorum information.</p>

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Article 2 Membership Section 3	<p>2.03 Active chapter members who are not currently actively working in or affiliated with a critical care specialty may be a chapter officer but not President or President Elect of the Chapter.</p>	<p>2.03 Active chapter members who are not currently actively working in or affiliated with a critical care specialty may be a chapter officer but may not sit in a position on the executive of the board (President, Vice-President, Secretary or Treasurer).</p>	<p>Change to reflect the input of active members not working in critical care and their role on the executive.</p>
Article 3 Elect Section 1	<p>3.01 The chapter officers shall consist of the following, each of whom shall be an active chapter member:</p> <ul style="list-style-type: none"> • President • President Elect (Vice President) • Treasurer • Secretary • Past President <p>These officers and, at the President's discretion, additional members shall form the executive committee.</p>	<p>3.01 The chapter officers shall consist of the President, the Vice President, the Secretary and the Treasurer, and will form the executive of the Chapter. Other officers, as noted below, may be elected or appointed as the Chapter Executive decides.</p> <p>3.02 The executive of the Chapter shall be active CACCN members actively working in or affiliated with a critical care specialty.</p> <p>3.03 In addition to the Executive of the Chapter, the board may consist of the following, each of whom shall be an active chapter member:</p> <ul style="list-style-type: none"> • Past President • Website Design Officer • Translation Officer 	<p>Change to reflect the executive of the chapter, requirements to be an executive member of the chapter and positions that may be available on the Chapter Executive.</p> <p>New positions have been added:</p> <ul style="list-style-type: none"> • to increase awareness of chapter information and activities, and • to attempt to effectively meet the needs of our members.
Article 3 Elect 3.03 Roles and Responsibilities		<p>Web Design Officer The role of the web design officer is essential to the Chapter.</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> • Update the CACCNNB Chapter page on the CACCN National website with educational and chapter information and activities, as discussed/approved by the Chapter Executive • Works collaboratively with the Translation Officer to ensure information is provided in both official languages. 	<p>Change to define roles and responsibilities of the new Chapter positions</p>

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Article 3 Elect 3.03 Roles and Responsibilities		Translation Officer: The role of the translation officer is essential to the Chapter. Responsibilities: <ul style="list-style-type: none"> • Translates chapter information, activities in French for newsletters, mailings and the webpage as discussed/approved by the Chapter Executive. • Provides response to francophone inquiries on behalf of the Chapter Executive, as discussed/approved by the Chapter Executive. • Works collaboratively with the Web Design Officer to ensure information is provided in both official languages. 	Change to define roles and responsibilities of the new Chapter positions
Article 3 Elect 3.04 Executive Committee Vacancies	3.04 In the event of a vacancy of the Executive Committee such office shall be filled in the following manner: a) President: President-Elect shall assume the office b) President-Elect: The vacancy shall be filled by a member from submitted by the Nomination Committee. c) The executive committee shall appoint replacements for all the other vacancies.	In the event of a vacancy of the Executive Committee such office shall be filled in the following manner: a) President: Vice-President shall assume the office b) Vice-President: The vacancy shall be filled by a member from a slate submitted by the Nomination Committee. c) The executive committee shall appoint replacements for all the other vacancies.	Change to reflect the executive roles as defined in Article 3
Article 9 – CACCN – New Brunswick Sections 2, 3 and 6	9.02 Each nomination shall be on a proper nomination form bearing the signature of three members of the Calgary chapter and the consent, in writing, of the nominee stating that the nominee will accept office if elected. 9.03 Nominations shall be accepted by the executive committee by March 1 st to April 1 st 9.06 If at the time any Annual General meeting held, there is no President-Elect in office, a President shall be elected at the Annual General	9.02 Each nomination shall be on a proper nomination form bearing the signature of three members of the New Brunswick chapter and the consent, in writing, of the nominee stating that the nominee will accept office if elected. 9.03 Nominations shall be accepted by the executive committee for a specified nomination period. 9.06 If at the time any Annual General meeting is held, there is no Vice-President in office, a Vice-	Change to reflect proper name of chapter. Change to reflect the AGM is not always held in April. Change to reflect Vice President rather than President-Elect

	Meeting from the floor.	President shall be elected at the Annual General Meeting from the floor.	
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Article 10 Finances Section 2	10.02 Transactions shall be by cheque signed by the Treasurer and/or President of the Chapter with the approval of the executive committee.	10.02 Transactions shall be by cheque signed by the Treasurer and President or a member of the Executive, as approved by the Executive Committee.	Due to distance, having the Chapter President as signatory on the cheques is not always feasible. Two signees per cheque transaction required.
Article 11 Indemnification of Officers		11.01 The Officers of the Chapter are hereby authorized from time to time to give indemnities to any officers or other person who has undertaken, or is about to undertake, any liability on behalf of the Chapter, and to secure such Officer or other person against loss by mortgage or charge upon the assets of the Chapter, and any action from time to time taken by the Officers shall not require approval or confirmation of the members of the Chapter.	Change to add indemnification of officers.
Article 11 – Committees Article 12 – Dissolution	Article 11 – Committees Article 12 – Dissolution	Article 12 – Committees Article 13 - Dissolution	Renumbering of Articles