



Policy: Annual Convention

Section: Convention

Date Reviewed: October 17, 2018

Date Revised: November 22, 2018

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Policy Statements:

1. General

- 1.1 The Board of Directors determines the time and place of the annual convention and advises members at least 6 weeks prior to the date of the convention.
- 1.2 The President or designate chairs the convention.
- 1.3 Convention proceedings are conducted in accordance with rules of order adopted by delegates at the beginning of Convention.
- 1.4 Delegates to the convention are:
 - Regional Directors
 - Members-at-Large
 - Lead Stewards
 - Assistant, General, or Site Stewards who replace Lead Stewards who are unable to attend
 - Any other HSA member at that Chapter as long as they are elected at the Chapter meeting
- 1.5 Participants entitled to attend convention without delegate status are:
 - HSA members (no reimbursement for wage replacement or expenses)
 - Directors-elect
 - members of committees reporting to convention
 - assigned HSA staff
 - HSA Labour Council delegates
 - Constituency Liaisons
 - Enhanced Disability Management Program representatives.
 - invited guests
 - invited service providers (e.g., auditor)

- 1.6 While HSA encourages all members to attend Convention, only official delegates, Labour Council Delegates, Constituency Liaisons and Enhanced Disability Management Program representatives are reimbursed for wage replacement and expenses related to attending the Convention.
- 1.7 Non-member participants address convention only at the invitation of the Chair. These participants are invited to speak primarily to provide clarification on a specific point or topic.
- 1.8 Only HSA authorized individuals may record Convention proceedings.
- 1.9 All delegates are expected to attend Convention until adjournment except under extenuating circumstances.
- 1.10 Regional Whips track attendance of delegates to verify eligibility for wage replacement.

2. Voting

- 2.1 Fifty (50) delegates constitute a quorum.
- 2.2 Only delegates vote, and each delegate has one vote. Proxy voting is not allowed.

3. Distribution of Material at Convention

- 3.1 All material distributed on the convention floor is approved by the Board of Directors prior to distribution by the Sergeants-at-Arms.
- 3.2 All material distributed or displayed on committee tables outside the convention hall is approved by the chair of the committee sponsoring the display.
- 3.3 All material distributed or displayed outside the convention hall by groups from outside of HSA is approved by the Office of the President.