



**Policy:** Annual Convention

**Section:** Convention

**Effective:** June 17, 2008

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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:
  - Members of the Board of Directors
  - Members-at-Large
  - HSA members elected by their Chapter.
- 1.5 Participants entitled to attend convention without delegate status are:
  - non-delegated HSA members
  - Directors-elect
  - members of committees reporting to convention
  - assigned HSA staff
  - invited guests
  - invited service providers (e.g., auditor)
  - HSA labour council delegates
- 1.6 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
- 1.7 Only HSA authorized individuals may record Convention proceedings.
- 1.8 All delegates are expected to attend Convention until adjournment except under extenuating circumstances.
- 1.9 Regional Whips track attendance of delegates twice per day 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.

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