

# 2014 RESOLUTIONS

## ARE YOUR RESOLUTIONS READY ????????????????

Here's a handy checklist. Make sure YOUR Local's hard work is complete.

- Was each Resolution voted on separately at a General Membership Meeting?
- Was each Resolution included in the minutes of the meeting?
- Do your minutes confirm quorum?  
(include minimum number required for quorum)
- Have the Resolutions and Minutes been signed by the same two members of your executive?
- Does your final package include **both** the **RESOLUTIONS**, and the **MINUTES** duly prepared and signed as indicated above?

*Review it all again, and make sure that you or a member of your Local purloines, e-mails, faxes or hand-delivers this package to **OPSEU Head Office** as indicated in your Resolutions Package.*

***DO NOT, UNDER ANY CIRCUMSTANCES, DEPEND ON YOUR REGIONAL OFFICE OR ANYONE ELSE TO HANDLE THIS VITAL TASK. If the information is not received before the cut off date indicated, your Resolutions will not be placed before the Committee.***