

UNS Constitutional Amendment on Establishing Protocols for the Dissolution of the Society

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Amends “10.1 The Constitution of the Carleton United Nations Society” to read:

The Constitution of the United Nations Society consists of 13 Articles, and may only be altered by the procedures outlined in Article 11

Introduces the following after 11.1.m:

Article XII. Protocol on the Dissolution of the Society

Though we hope the day never comes where we will need to invoke this Article, it is important we have a protocol outlining what is to happen as to not be left at the mercy of external actors,

12.1 Preconditions for Calling a Meeting of Dissolution

In order for a Meeting of Dissolution to be called by the Executive, either 12.1.a and/or 12.1.b must be met in addition to 12.1.c as defined below:

- a. The Society has failed to be recognized as an official Society by CUSA due to lack of ten (10) minimum Members or other reasons,
 - i. The Executive must exhaust all options to rectify this precondition and become a certified Society before the President declares this clause active,
- b. The Society is at imminent risk of or has already defaulted on payments due to lack of funds,
 - i. The President and Vice President, Finance must exhaust all reasonable options to acquire funding the President declares this clause active,
- c. At a Meeting of the Executive a Motion to Call a Meeting of Dissolution moved by the President receives unanimous support from the Presidential Team (Section 4.1.a) and at least 4/5^{ths} or eighty percent (80%) support from the remaining Directors,
 - i. Once this Motion is passed it is valid for sixteen (16) days or until Section 12.2.a is declared active by the President, whichever happens earlier,
 - ii. If this Motion is invalidated per Section 12.1.c.i it must be reintroduced and passed per Section 12.1.c to be considered valid again;

12.2 Society Default

If the cumulative balance in the Society bank account and Society Cash Box drops below \$50, the Society is to be considered in financial default and all conditions in 12.1 are to be considered immediately fulfilled. The Executive must then immediately proceed to implement Section 12.3;

12.3 Meeting of Dissolution Proceedings

Once Section 12.1 has been fulfilled the Executive must abide by the following protocol:

- a. If at any point during the implementation of Section 12.2 the Society’s situation changes and the President declares a criterion of Section 12.1.a and/or 12.1.b and/or 12.2 is no longer met, the Executive will immediately notify Members in writing via email that Dissolution Proceedings are to be cancelled,

- b. The Director of Logistics is to book a room on the campus of Carleton University for a date and reasonable time between the hours of 11:00 – 20:00 EST within sixteen (16) days of the Motion to Call a Meeting of Dissolution being passed,
- c. The President will notify the Membership in writing via email and Society social media that a Meeting of Dissolution has been scheduled no later than five (5) days prior to the Meeting taking place,
 - i. The President or a simple majority of the Executive may choose to invite former executives who are no longer Members to attend the Meeting,
- d. All Members, the Executive, and former executives may attend the Meeting,
 - i. Only Members with at least thirty (30) days consecutive membership in the current academic year, who have attended at least one (1) Society event, and are in good financial standing with the Society are permitted to speak and vote at this Meeting,
 - ii. Former Presidents, who are no longer Members, may speak but are not permitted to vote at this Meeting,
- e. The Executive by supermajority vote will appoint a former President who is no longer a Member to Chair the Meeting of Dissolution,
 - i. If no consensus can be reached, the President will appoint a former President who is no longer a Member as Chair,
- f. The Chair of the Meeting of Dissolution will abide by standard Model United Nations (MUN) procedure, the Chair will:
 - i. Take attendance of all eligible voting Members present and announce quorum for both a simple-and super-majority,
 - ii. Explain MUN procedure and the protocols outlined in Article XII to those in attendance,
 - iii. Call on the President to make a speech not exceeding two (2) minutes to explain which criteria of Section 12.1 have been met,
 - iv. Call on the Vice President, Finance to present the Society Budget and Cash Flow Sheet for the current and former academic year(s) to those in attendance, this presentation's length is at the Chair's discretion,
 - v. Call on the Vice President, Communication to present the Membership and Active Membership lists for the current and former academic year(s) to those in attendance, this presentation's length is at the Chair's discretion,
 - vi. Present the Motion of Dissolution to the Membership and hold a Q&A for no longer than five (5) minutes with the Presidential Team answering questions,
 - vii. Call for speakers for and against the motion with each speaker having a maximum of two (2) minutes to speak. The Chair will do their best to have Speakers alternate for and against with those against having the final speech:
 - I. There must be at least four (4) speakers for the motion, one of which is a non-executive voting Member present at the meeting,
 - II. The President and Vice President, Finance must speak for the Motion,
 - III. There must be at least one (1) speaker against the motion,
 - viii. Conduct a roll-call vote of eligible members present, the Motion will be considered adopted if a supermajority of voting Members vote in the affirmative;

12.4 Closure of Society Accounts

If Section 12.3.viii is voted on in the affirmative by a supermajority, the following protocol is to be implemented within no more than fourteen (14) days following the Motion's passing:

- a. The President and Vice President, Finance will attempt to secure refunds for any conference spots, event space, lodging, or transport that has been purchased and not yet used,
- b. The President and Vice President, Finance will settle all outstanding accounts,
 - i. If there are insufficient funds to settle accounts, the President and Vice President, Finance will contact CUSA, the Carleton University Student Experience Office, the Carleton University Provost Office, and the Carleton Academic Student Government (CASG) for emergency funding,
 - ii. If there continue to be insufficient funds, the Executive will attempt to sell or auction off the following Society assets:
 - I. The Society flag,
 - II. The Society banner,
 - III. The emptied Society cash box,
 - IV. Society merchandise,
 - iii. The President and Vice President, Finance will contact the CUSA Crisis Management Response Team if funding is unable to be secured and proceed on their advice,
- c. If funds remain in the Society account following the settling of above accounts, they will be distributed in the following order of descending precedence:
 - i. Organization of a Dissolution/Send-Off social event by the Director of Events which all current and former Members may attend,
 - ii. Refunds to current Members who attended external conferences beginning with the most expensive external and being paid out chronologically by order of spot purchase,
 - iii. Refunds of the Membership fee are to be paid out chronologically by order of Membership purchase to Members who have attended at least one (1) Society event during the academic year,
 - iv. Refunds of the Membership fee are to be paid out chronologically by order of Membership purchase to any Members who have not received a Membership fee refund under Section 12.4.c.ii,
 - v. If any funds remain, they will be donated to Medecins Sans Frontieres (<https://www.msf.org/donate>) by the Vice President, Finance:
 - I. The Vice President, Finance and Vice President, Communications will display the tax receipt of the donation to the Membership via email and social media,
 - II. The Vice President, Finance will destroy all personal copies of the tax receipt as to not personally benefit financially from the Society's donation,
 - vi. The President and Vice President, Finance will contact the Society's bank and arrange for the closure of the Society bank account and other digital banking utilities;

12.5 Closure of Society Assets

If any physical or digital Society Assets remain following the implementation of Sections 12.3 and 12.4, they are to be disposed of per the following protocol which is to be implemented within no more than fourteen (14) days following the Motion's passing:

- a. Physical assets with a value of less than fifty Canadian dollars (CAD\$50.00) such as Society pins, Society merchandise, and other property are to be distributed by the President on advice of the Vice President, Communications to all current Members,
- b. If assets specified in Section 12.5.a remain, they will be distributed by the President on advice of the Vice President, Communications to former Members until none remain,

- c. Physical assets with a value of more than fifty Canadian dollars (CAD\$50.00) such as the Society cash box, Society flag, Society banner, and other property are to be distributed by the President on advice of the Vice President, Communications to any current or former Member,
- d. Society Awards won at externals will be distributed by the President to the former Presidents of the years those awards were won in,
- e. The President will unilaterally present End of Year Awards specified in Section 9.3 within the aforementioned timeframe to current Members,
- f. The Vice President, Communications will:
 - i. Archive all digital Society data and assets and transfer it to the CUSA Clubs Office,
 - ii. Ensure that all current executives permanently delete locally-stored Society data and digital assets,
 - iii. Delete all digitally-held Society data and assets from the Society's digital cloud storage service following its confirmed transfer to the CUSA Clubs Office
 - iv. Change the passwords on all current Society social media, with the exception of the Society Alumni Facebook Group and Society Discord Server, and transfer control of it to the CUSA Clubs Office,
 - v. Close and delete the Society's digital cloud storage account,
 - vi. Close and delete the Society's website,
- g. The President will contact the Society's webhost and terminate the hosting contract;

12.6 Dissolution

Upon the complete implementation of Sections 12.1 through 12.5 the President will immediately notify the CUSA Clubs Office of the Society's formal completed dissolution. At this stage, the Society is considered dissolved and will cease to exist as a recognized entity;

Article XIII Reformation

If at any point following the complete dissolution of the United Nations Society another Model United Nations Team, Club, or Society forms at Carleton University, the Society requests that the CUSA Clubs Office transfer any helpful archived information or assets to the new Model United Nations group.