

**JOHN MOLSON SUPPLY CHAIN AND BUSINESS  
TECHNOLOGY ASSOCIATION**



**CONSTITUTION**

All other bylaws, policy papers, or handbooks written before the adoption of this Constitution are rendered null and void.

## BYLAW

By-laws relating generally to the organization and the conduct of the affairs of the JOHN MOLSON SUPPLY CHAIN AND BUSINESS TECHNOLOGY ASSOCIATION, subsidiary of CONCORDIA COMMERCE AND ADMINISTRATION UNDERGRADUATE STUDENT'S ASSOCIATION INC.

WHEREAS by Letters Patent, dated September 26, 2000, the CONCORDIA COMMERCE AND ADMINISTRATION UNDERGRADUATE STUDENT'S ASSOCIATION INC. was incorporated;

BE IT AND HEREBY ENACTED the bylaws of the JOHN MOLSON SUPPLY CHAIN AND BUSINESS TECHNOLOGY ASSOCIATION as follows:

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## SECTION A: GENERAL PROVISIONS

### ARTICLE 1: NAME

- 1.1. The name of the subsidiary shall be the John Molson Supply Chain and Business Technology Association, hereinafter referred to by its official abbreviation “JSBA”.

### ARTICLE 2: DEFINITIONS

- 2.1. The following terms will be used throughout this document and are hereby defined:

**BOD:** CASA Board of Directors

**BTM:** Business Technology Management

**CASA:** Commerce and Administration Students’ Association

**Department:** The department of Supply Chain & Business Technology Management at the JMSB

**DI:** Data Intelligence

**JMSB:** John Molson School of Business

**JSBA:** John Molson Supply Chain and Business Technology Association **SCOM:** Supply Chain Operations Management

**Simple Majority:** 50%+1 of a designated voting group

**Subsidiaries:** Committees and Associations that fall under the CASA umbrella

**The Executive:** Member of the Board of Executives

**Member:** A person who’s major or minor is represented by JSBA

### ARTICLE 3: HEAD OFFICE

- 3.1 The head office of JSBA shall be located at 1450 Guy Street, Montréal, Province of Quebec or at such place therein as CASA may decide.

### ARTICLE 4: CORPORATE SEAL

- 4.1 The seal of JSBA shall be in the form appearing in Appendix A.

## ARTICLE 5: OBJECTIVES OF JSBA

- 5.1 The objectives of JSBA are to represent and support the education of its members at JMSB, while inspiring all students to reach their full potential by emphasizing the important and integrative nature of SCOM, BTM, and DI across all business disciplines and industries.

## ARTICLE 6: MEMBER CLASSES

- 6.1 JSBA will have one class of members, the active members. The following persons are considered active members of JSBA:

- (1) Registered Students of the BTM Major at Concordia University
- (2) Registered Students of the SCOM Major at Concordia University
- (3) Registered Students of the DI Minor at Concordia University
- (4) Registered Students of the BTM Minor at Concordia University
- (5) Registered Students of the SCOM Minor at Concordia University

## SECTION B: JSBA STRUCTURE AND OPERATION

### ARTICLE 7: BOARD OF EXECUTIVES

- 7.1 The affairs of JSBA shall be managed by a Board of Executives.
- 7.2 It shall consist of regular or associate members of CASA, whose services will not be remunerated unless so directed by CASA. It shall be headed by a President elected according to CASA's policies.
- 7.3 The President of the Board of Executives shall have full power and authority to manage and administer the affairs of JSBA except where limited by the CASA, and JSBA, Constitution or Policies.
- 7.4 Without prejudice to the general powers above mentioned, and the powers otherwise conferred by the CASA By-Laws and CASA Policies, it is hereby expressly provided that the President shall have the following powers, that is to say:
  - 7.4.1 To commit the JSBA subsidiary of CASA to financial and legal obligations and contracts whose reach and scope pertain to JSBA solely;
  - 7.4.2 To sell, lease or otherwise dispose of any property, real or personal, assets, interests, or effects of JSBA for such price or consideration and generally on such terms as the President may see fit;
  - 7.4.3 To appoint any person or corporation to hold in trust for JSBA any property belonging to JSBA of which it is interested or for any other purpose, and to execute, and do all such deeds and things as may be requisite in relation to any such trust;
  - 7.4.4 Within the bounds of CASA's current financial policies, to authorize and to determine who shall, in the name and on behalf of JSBA, draw, accept, make, endorse, sign, or otherwise execute and deliver the bills of exchange, cheques, promissory notes or other securities or undertakings for the payment of money.
  - 7.4.5 To entrust any of their powers or responsibilities onto other members of the current Board of Executives, excluding that of voting on the BOD, the signing of cheques, and the receiving of the president's honorarium from CASA. The president must keep written evidence when they delegate part of their powers or responsibilities.

## ARTICLE 8: SELECTING EXECUTIVES OF THE BOARD

- 8.1 Executives of the board are chosen by the President to serve for the duration of the President's mandate. The nature of their responsibilities and powers are negotiated between the President and the Executive candidates. The details of the roles, powers, and responsibilities of Executives is to be fixed in a contract between the Executive candidate and JSBA, represented by the President.

## ARTICLE 9: MEETINGS OF THE BOARD OF EXECUTIVES

- 9.1 Meetings of the Board of Executives may be called by the order of a simple majority of the members of the Board or upon the call of its President, upon notice, as defined further in this section. The Board of Executives shall meet at least once per month during the fall and winter semesters, and at least once during the summer semesters.
- 9.2 These meetings are mandatory unless an Executive warns the President or their delegate two (2) days in advance of their absence and they approve the absence.
- 9.3 Robert's Rules of Order shall, in all cases to which they are applicable and in which they are not inconsistent with this or future bylaws, govern any and all meetings of JSBA, including those of the JSBA committees unless the Board of Executives derogates from them, if such is deemed beneficial, and if the democratic integrity of such meetings, or the spirit of responsible representation is in no way jeopardize.
- 9.4 Active Members of JSBA may attend a meeting of the Board of Executives without invitation or approval. The President or their delegate shall approve any invitation sent to a non-member to attend such meetings. This creates no obligation for JSBA to publish their internal meeting schedule publically, but they must inform a member of any scheduled Board of Executive meeting upon request. Members present at a meeting may ask permission to speak from the Chair, but they may be denied if the Chair believes it is necessary. Members may be asked to leave the meeting while secret votes or ballots are conducted. Non-members may be asked to leave at any point during the meeting.
- 9.5 Quorum for the meetings require fifty percent (50%) of Executives of the Board to be present.

ARTICLE 10: NOTICE

10.1 Notice of a JSBA meeting must be given two (2) days or forty-eight (48) hours in advance of the meeting start time and date. The notice shall include:

- (1) The proposed agenda for the meeting,
- (2) The time and date,
- (3) The location of the meeting

10.2 Executives have no obligation to attend meeting in which proper notice is not given.

ARTICLE 11: WAIVER OF NOTICE

11.1 Meetings of the Board of Executives may be held without proper notice if enough Executives are present to meet quorum.

ARTICLE 12: MINUTES

12.1 Minutes of each Board of Executives meetings for the current and previous year shall be kept by the President or their delegate, wherever JSBA's important documents are kept at the Head Office (defined in Section A, Article 3 of the present bylaw), and shall include:

- (1) The date, location, opening, and closing times of the meeting;
- (2) The names of the members present;
- (3) A declaration of quorum;
- (4) The agenda of the meeting;
- (5) All proposals considered by the meeting, and;
- (6) The result of all votes.

ARTICLE 13: RESIGNATION FROM THE BOARD

13.1 Any Executive of JSBA may resign by giving a written notice of resignation to the President. This resignation becomes effective upon approval by the President, or a week after the presentation of the resignation

ARTICLE 14: FISCAL YEAR

14.1 The fiscal year of JSBA shall be the same as CASA's fiscal year.

ARTICLE 15: CO-PRESIDENCY

15.1 The elected president of the Board of Executives may choose anyone who qualifies to be an Executive of the Board as co-president. This individual will share in all aspects of the role and responsibility of presidency barring voting status on the CASA Board of Directors, the signing of cheques, and eligibility for the president's honorarium. Decisions of either President is equally binding in the daily operations of JSBA. In all matters, the elected president shall have final decision making authority for JSBA.

ARTICLE 16: POLICIES OF JSBA

16.1 Policies of JSBA shall be binding to all Executives of the Board, including the President. They are extensions of the President's authority and so need only their signature to become valid. Policies must be presented to the Board of Executives during a meeting that meets quorum and they become binding the calendar day following the meeting. Copies of the policy must be referenceable by all Executives.

ARTICLE 17: MAKING, REPEALING OR AMENDING BYLAWS

17.1 Amendments to these or other By-Laws must be approved by a simple majority of the Board of Executives before submission to the appropriate CASA committee for approval

APPENDIX: A

