

LONDON HALL RESIDENTS' COUNCIL CONSTITUTION

PREAMBLE: DEFINITIONS

For the purpose of this Constitution, the following terms shall be defined:

By-Election: A legal election by all residents to fill a vacancy on the Residents' Council.

By-Laws: The By-laws of London Residents' Council, as outlined in Article VI of the London Constitution.

Commissioners: Act as the head of specific Council committees in accordance with the London Hall By-laws, Part 3, Section 1.

Eligible Voter: Any resident of London Hall.

Executive: There shall be three (3) executive positions consisting of: a President, a Vice-President of Programming and a Vice-President of Finance.

Ex-officio Members: Non-voting members of Residents' Council. There include the H.O.C. Representative, U.S.C. Representative, Residence Life Coordinator and Residence Staff Members.

Building Ambassador: A resident (with the exception of a Residence Life Staff Member or Soph) of a particular floor/house duly elected to serve on Residents' Council on behalf of that floor/house.

Guaranteed Beds: Consist of the Executive and Commissioners in accordance with the H.O.C. Guaranteed Beds Working Committee Report, February 1995.

Impeachment: Removal from office of any Residents' Council member in accordance with Article XIII of the London Hall Residents' Council Constitution.

Proxy: A resident appointed by a member of Council to serve on his/her behalf at a meeting of the Residents' Council.

Quorum: For Residents' Council meetings, a quorum shall be three quarters (3/4) of all Voting Residents' Council members.

Regrets: Proper notification to the President from any member of council, with valid reason, regarding an upcoming absence from a meeting of the Residents' Council.

Residence Life Staff: Employees of Western University consisting of the Residence Life Coordinator and Community Leaders of London Hall.

Resident: A student who has signed a residence contract and resides in London Hall.

Residents' Council: Hereinafter referred to as "Residents' Council," "Council" or "the LHRC"; the Council is composed of the Executive, Executive Appointees, Commissioners, House/~~Floor~~ Representatives-Building Ambassador, Ex-officio Members and Non-voting members.

Residents' Council Meetings: A meeting of the Residents' Council with a quorum, having been convened in accordance with the London Hall Residents' Council Constitution and/or London Hall Residents' Council Meeting Procedures Handbook.

Residents' Understandings: The rules of conduct of the residents of London Hall.

H.O.C.: The Housing Operations Committee; under the direction of Chris Bumbacco;
Assistant Director, Housing Operations

U.S.C.: The University Students' Council.

ARTICLE I: LEGAL OBLIGATIONS

1.1 The laws of Canada and Ontario, the Human Rights Codes for Canada and Ontario and the regulations of Western University will be respected and observed. Nothing in this Constitution shall relieve residents of their obligations as students of Western University or as residents in Ontario and/or Canada.

ARTICLE 2 - NAME

2.1 London Hall Residents' Council shall herein be referred to as Residents' Council.

ARTICLE 3 - PURPOSE

3.1 The Residents' Council, in cooperation with Residence Life Staff, shall promote the interests and welfare of the residents of London Hall by:

- a) Carrying out, in the best interests of the residents, those duties within its authority as set down by this constitution and ratified by the residents and University;
- b) Developing and maintaining a responsible self government;
- c) Providing opportunities for student involvement in residence life and promoting the development of leadership skills;
- d) Facilitation the transition of first year students into university;
- e) Maintaining and promoting the Residents' Understandings, and due respect for the buildings, equipment and grounds of London Hall;
- f) Serving as a liaison to other students' councils and organizations of Western University;
- g) Programming activities, which include a balance of the following areas of student development: Academics/Careers, Diversity/Cultural, Interpersonal Relationships, Personal Health/Wellness, Safety/Security, Sexuality, Social and Spirituality.

ARTICLE 4 - JURISDICTION

4.1. The Residents' Council shall have jurisdiction over all resident organizations of London Hall.

- a) A resident organization which has not been recognized by the Residents' Council, has not had its constitution ratified, and/or does not confirm to other sections of this constitution shall not:
 - i) make use of the name London Hall;
 - ii) receive grants of money from the Residents' Council;

iii) receive consideration for physical accommodation for its meetings and/or functions.

b) This section and its subsections shall not be construed as infringing on a residents' right of free association. Any group of residents in London Hall may organize, for any legal purpose, without reference to the Residents' Council.

4.2. No resident of London Hall shall use Residents' Council funds for personal use or for any purpose outside the scope of Residents' Council business.

4.3. The residents' Council shall have the power to buy and sell on behalf of the residents, subject to budget approval.

4.4. No member of council may sign a binding financial contract, or agree to any transaction under the name of the council unless they have the permission of the two signing authorities (President and VP Finance). Any member who signs a contract without the permission of the signing authorities becomes personally responsible (financially and otherwise) for that contract or transaction.

ARTICLE 5 - MEMBERSHIP

5.1. All members of the Residents' Council shall be residents of London Hall.

5.2. Voting members shall be:

a) the three (3) Executive Officers selected by the procedures outlined in Article 11 whose titles in order of succession shall be:

- i) President, only in the event that an issue divides the members of Residents Council by ½
- ii) Vice-President Programming
- iii) Vice-President Finance

b) All Commissioners, as outlined in Article 5, section 4: Duties of the Membership, selected by procedures outlined in Article 11

c) Two (2) Ambassadors per Floor

5.3. Non-voting, Ex-officio Members shall be:

a) One (1) H.O.C. Representative, selected in accordance with Article 11

b) One (1) U.S.C. Representative, elected in accordance with USC Procedure

c) One (1) Faculty Representative, for each of the faculty councils at Western University, elected by the request of and in accordance with procedures dictated by those faculty councils

d) The Community Leaders and Residence Life Coordinator for London Hall

ARTICLE 6 – DUTIES OF THE MEMBERSHIP

6.1 Executive

a) President

- i) Leads the Council and oversees all of its members

- ii) Liases with the University Students' Council, Residence Life Coordinator, and the Division of Housing and Ancillary Services, and communicates regularly with them
 - iii) Plans and chairs all council meetings and sets the agendas
 - iv) Responsible for sending reminders for meetings.
 - v) Plans and chairs LHRC Executive meetings
 - vi) Acts a representative of London Hall Residents' Council to the campus community.
 - vii) Acts as the Chief Returning Officer (CRO) in the event of elections
 - viii) Strikes and chairs an Internal Review Committee for the purpose of reviewing and amending the LHRC Constitution
 - ix) Possesses signing authority on the LHRC bank account
 - x) Attends all events free of charge.
- b) Vice-President Programming
- i) Responsible for overseeing all Commissioner programming
 - ii) Responsible for creation, organization, and coordination of large events such as Formal, Semi Formal, Frost Week and smaller events such as Gotcha, Coffee Houses, and Paintfight
 - iii) Updates large monthly calendar in London Hall Lobby
 - iv) Attends all events free of charge.
- c) Vice-President Finance
- i) Responsible for monitoring the finances of this Council, and oversees financial activities of the entire Council
 - ii) Approves Council requests for all financial transactions
 - iii) Possesses signing authority on the LHRC bank account
 - iv) Maintains accurate and balanced financial records at all times
 - v) Attends all events free of charge.

6.2 Commissioners

a) Academic Commissioner

- i) Responsible for the creation and coordination of all Academic events at London Hall, with the intent of creating an academically enriching experience for the residents of London Hall
- ii) Promotes academic excellence throughout the residence
- iii) Responsible for the creation and leadership of the Academic Committee, which will be comprised of interested residents who will assist in the coordination and development of events.
- iv) Shall work with Building Ambassadors and staff in order to develop study groups and academic events for the individual floors
- v) Provides basic information regarding Graduate schools once a semester

b) Communications Commissioner

- i) Takes minutes and attendance during Council meetings.
- ii) Responsible for the creation and leadership of the Communications Committee which shall be comprised of interested residents who shall assist in the creation of the newsletter and updating the social media, if the creation of such a committee is deemed necessary by the Commissioner and the Executive.
- iii) Works with all Commissioners and their respective committees to promote their events
- iv) Responsible for all online and offline social media tools for the LHRC

c) Global Issues Commissioner

- i) Promotes environmental awareness within the residence
- ii) Responsible for creating events that allow London Hall to contribute to the wider community, at campus, local, national, and international levels.
- iii) Raises awareness throughout London Hall about social justice, sustainability, and other causes and topics important to the well-being of humankind
- iv) Proposes the charities that LHRC will support throughout the year
- v) Responsible for the creation and leadership of the Global Issues Committee which shall be comprised of interested residents who shall assist the Commissioner in the development and coordination of events.

c) Special Events Commissioner

- i) Responsible for the creation and coordination of special events including but not limited to Halloween, Thanksgiving, Easter, Homecoming, St. Patrick's day, etc.
- ii) Work in conjunction with Vice-President of Programming to run events
- iii) Coordinates fundraising events to offset any costs

d) Athletic and Wellness Commissioner

- i) Responsible for events that promote healthy and active lifestyles in London Hall.
- ii) Responsible for the creation and leadership of the Wellness/Athletics Committee that shall be comprised of interested residents who shall assist in the coordination of events.
- iii) Provides programs that cater to mental and physical health.
- iv) Responsible to promote residence Intramural events within London Hall.
- v) Responsible for the creation and leadership of the Wellness/Athletics Committee that shall be comprised of interested residents who shall assist in the coordination of events.

e) International Commissioner

- i) Responsible for connecting with the International students in the building.
- ii) Promote the cohesion and sharing of various cultures and traditions within the residence.
- iii) Responsible for creating welcome events and other socials to introduce students to other students, the residence, and the Western community.
- iv) Promote other Council events to the International students, and ensure they are up to date with community activities

7.3 Building Ambassadors

- a) Elected as to procedure in Article
- b) Responsible for attending Residents' Council meetings and relaying information back to their respective floors
- c) Engages as a member of at least one LHRC committee
- d) Collectively, the Building Ambassadors must run at least one program per semester during the year, with the assistance and guidance of Council
- e) Responsible for contributing to floor community development and programming
- f) Must become a part of at least one committee on Residents' Council

8.4 Ex-Officio Members

- a) Housing Operations Commissioner (HOC)
 - i) Meets regularly with housing staff on a monthly schedule
 - ii) Uses budget for purchases that will better enrich London Hall and the residence experience
 - iii) Acts as a liaison between Housing and Residents' Council
 - iv) Gain insight into what residents in London Hall want in the building
- b) USC Representative
 - i) Shall act as a liaison between the USC and London Hall.
 - ii) Will attend USC meetings and relay important information back to the residence council at Residents' Council meetings
 - iii) Elected or appointed as per USC regulations.
- c) Faculty Council Representatives
 - i) Shall act as a liaison between faculty councils and London Hall.
 - ii) Will attend Faculty Council meetings and relay information from those meetings back to Residents' Council at meetings
 - iii) Elected or appointed position, as per the regulations of the respective Faculty Council.
- d) Residence Staff
 - i) Act as advisors and supporters of the Residents' Council and its activities
- e) Residence Life Coordinator

i) Acts as an advisor and as a representative of The Division of Housing and Ancillary Services to the Council

ARTICLE 7 - BY-LAWS

7.1. The Residents' Council shall be empowered to establish, amend and enact By-laws to govern its procedures and the procedures of its constituent committees.

7.2. Amendments to the By-laws may be passed by a two-thirds (2/3) majority of quorum of Council at a meeting following appropriate discussion. Such amendments will take effect immediately upon Council approval.

ARTICLE 8 - MEETING PROCEDURES POLICY HANDBOOK

8.1. The Residents' Council shall use Roberts' Rules of Order to run meetings.

ARTICLE 9 - MEETINGS

9.1. The Residents' Council shall meet weekly from the beginning of classes in September until the beginning of the final exam period in April, excluding December Break, exam periods and Reading Week.

9.2. Meetings may be called by the Executive on twenty-four (24) hours notice, provided that quorum can be reached and due cause may be shown.

9.3. No two (2) successive meetings are to be held within a twenty-four (24) hour period.

9.4. Building Ambassadors may be excused from a maximum of two (2) Residents' Council meetings per term.

9.5. Commissioners may be excused from a maximum of one (1) Residents' Council meeting per term.

9.6. If any member must be absent from a Council meeting, he/she must provide proper regrets to the President prior to the meeting with his/her reason for absence, and he/she must send a proxy to the meeting.

a) A proxy may vote on an issue if he/she is representing a voting member and has a written submission of the vote.

9.7. Meetings of the Residents' Council are open to all residents of London Hall with the exception of a meeting that has been deemed "closed" by the Executive forty-eight (48) hours prior to the convening of said meeting.

ARTICLE 10 – ATTENDANCE

10.1. Regrets

a) All regrets must be submitted to the President prior to the commencement of the London Hall Residents' Council meeting;

b) A valid reason must be given with regrets.

10.2. Demerit Points:

- a) ½ a demerit point shall be given for missing a meeting with valid regrets;
- b) 1.0 demerit points shall be given for missing a meeting without valid regrets;
- c) At an accumulation of 4.0 demerit points for Building Ambassadors and 2.0 demerit points for Executive, Commissioner's, and Non-voting, Ex-officio members, the council member must appeal to the London Hall Residents' Council Executive Committee;
- d) When a Building Ambassadors has accumulated 2.0 demerit points, and when all other council members have accumulated 1.0 demerit points, they will receive a letter of warning from the President.
- e) Any member of the Residents' Council who misses any three meetings or two consecutive meetings will appear before Council to justify his/her absence. Voting members of Council shall decide then by simple majority whether to dismiss the member or not.

ARTICLE 11 – ELECTION AND SELECTION PROCEDURES

11.1 Executive:

- a) President
 - i) The President will be selected through an application and interview process facilitated by the Residence Council President Selection Committee to coincide with campus-wide Soph and Residence Staff applications
 - ii) The Residence Council President Selection Committee will consist of:
 - The Outgoing President
 - Residence Life Coordinator or his/her designate
 - Two students at large
 - iii) The application form for the role of Residence Council President will require the candidate's resume, a set of short-answer questions, and 50 signatures of current students, only 25 of whom may be from the candidate's residence floor, to demonstrate student support of his/her candidacy
- b) Vice Presidents
 - i) The Vice-Presidents Programming and Finance will be selected through an application and interview process facilitated by the Incoming President
 - ii) The Incoming President will invite the following individuals to consult on the selection of the relevant Vice-Presidents:
 - The Outgoing Vice-President (current position holder)
 - The Outgoing President
 - Residence Life Coordinator or his/her designate
 - iii) The application form for the roles of Residence Council Vice-Presidents will require the candidate's resume, a set of short-answer questions, and 30 signatures of current students, only 15 of whom may be from the candidate's residence floor, to demonstrate student support of his/her candidacy

11.2 Commissioners:

- a) Application forms shall be open for at least one (1) week prior to the nomination closure date.
- b) Commissioners shall be selected by a committee consisting of:
 - Incoming President
 - Incoming VP Programming
 - Incoming VP Finance
 - Residence Life Coordinator his/her designate (optional, at the request of the President)
 - Outgoing respective Commissioner (optional, at the request of the President)
- c) Decisions of the selection committee are final and require consensus of the committee members.
- d) If a potential candidate for Commissioner is currently on the Executive the next highest ranking Executive shall take their position on the selection committee.
- e) Applicants offered a position must accept or decline the position within twenty-four (24) hours of being offered the position.

11.3 Building Ambassador:

- a) Application forms shall be open for at least one (1) week prior to the nomination closure date.
- b) Commissioners shall be selected by a committee consisting of:
 - Incoming President
 - Incoming VP Programming
 - Incoming VP Finance
 - Residence Life Coordinator his/her designate (optional, at the request of the President)
 - Outgoing respective Commissioner (optional, at the request of the President)
- c) Decisions of the selection committee are final and require consensus of the committee members.
- d) If a potential candidate for Commissioner is currently on the Executive the next highest ranking Executive shall take their position on the selection committee.
- e) Applicants offered a position must accept or decline the position within twenty-four (24) hours of being offered the position.

11.4 Only residents of London Hall are eligible to vote in LHRC Elections.

11.5 Election timetable:

- a) Nomination forms for positions shall be available at least fifteen (15) days prior to the day of the election.
- b) Nomination forms are due by 11:59pm on the ninth (9) day prior to the day of the election.
- c) An all candidates meeting shall be held on the day before campaigning opens and must be no later than eight (8) days before the day of the election.
- d) Campaigning shall last for no less than seven (7) days.
- e) Campaigning shall end at 11:59 pm on the day before election.

f) All election dates will be finalized and publicized by the CRO at least twenty-two (22) days prior to the day of the election.

11.6 Nominations:

- a) Candidates must submit their nomination forms under their legal name.
- b) The Candidate must be nominated by at least 10 residents

11.7 Campaigning:

- a) All Candidates must campaign under their legal names.
- b) Campaigning is prohibited outside of London Hall
- c) All campaign materials must be removed at the end of the campaign period.
- d) The CRO or President must approve all campaign material before its use by any candidate.
- e) Campaign material may be placed in public areas as defined by the CRO, President and Residence Life Coordinator (i.e. poster boards outside elevators) such that it does not in any way obstruct the campaign material of other candidates or items already posted.
- f) Campaign material may be placed in private areas with the consent of the residents of that area.
- g) In the case of campaign material on a door, the resident on the left side of the room shall be permitted to place items on the left side of door (both inside and out). In the case of more than two (2) residents sharing a door, the door space shall be divided equally by the CRO.
- h) Campaign material may only be removed during the campaigning period with consent of the candidate or by order of the CRO.
- i) Rave Cards will be subject to a maximum of one (1) per resident as determined by the Residence Secretary, and announced by the CRO at the All Candidates Meeting.
- j) Restrictions for poster size and amount per candidate shall be determined by the CRO and President, in consultation with the Residence Secretary.
- k) CRO and President shall set the monetary campaign budget per candidate to be no greater than fifty (50) dollars.
- l) Receipts for all campaign materials must be submitted to the CRO upon request.
- m) Door-to-door Campaigning may only occur between the hours of 10:00 am and 10:00 pm, for the duration of the campaign period.

11.8 Elections:

- a) Elections will be won by a majority of votes cast on the scheduled election date(s).
- b) Voting will be conducted by means of a secret ballot. The voter must provide their Western University Student Card as identification.
- c) Voters' names will be struck from a nominal roll.
- d) The President is to obtain the Nominal role from the Residence Secretary no later than forty-eight (48) hours prior to the day of the election.
- e) The President and CRO shall review the nominal role and make any necessary corrections at least twenty-four (24) hours prior to the day of the election.

- f) Each candidate may submit one (1) head shot photograph of themselves and a one hundred (100) word paragraph outlining relevant details concerning their platform to be displayed at the voting booth.
- g) All paragraphs/summaries must be submitted to the CRO at least two (2) days prior to the day of the election.
- h) The CRO and President shall review all submitted paragraphs for acceptability. Corrections and changes may only be made up to twenty-four (24) hours prior to the election.
- i) Elections facilitated by the LHRC on behalf of external councils will be facilitated by the terms and procedures of that external council

11.9 Vote of Confidence:

- a) In the event of only one (1) candidate running for a position, a vote of confidence must be held.
- b) The candidate in question shall be held to all election bylaws and must attend the all candidates meetings, candidate forums etc.
- c) The ballot shall present voters with the following question:
 - ”Do you believe that (Candidate’s Name) can adequately fulfill the duties and responsibilities of (Position the candidate is running for) as outlined in the London Hall Residents’ Council Constitution?”
- d) In the event of the candidate receiving a majority vote of confidence, they will be offered the position for which a vote of confidence was taken.
- e) In the event of the candidate receiving a majority vote of non-confidence, the position for which the vote of confidence was held will become a selected position.
- f) A selection committee will be formed and will consist of all incoming Executive officers, the current Residence Life Coordinator, the current President and the current position holder for which the vote of confidence was taken. In the event that the current President or position holder are the candidate for which the vote of confidence was held, the next highest ranking current Executive officer shall take their place on the selection committee.

11.10 In the event of a tie:

- a) A campaign-free by-election will be held the next day. Any candidates not involved in the tie will not be included in the by-election.
- b) In the event of a second tie, the Executive shall select the winner by means of a majority vote.

11.11 Post elections:

- a) Counting of ballots must be conducted by a minimum of three (3) individuals, including the President, CRO, and a Community Leader, with the option of adding up to three (3) additional Council members chosen by the CRO.
- b) If the ballot counter is a candidate in the election, the next highest ranking Executive will take over their counting duties.
- c) Candidates have the option of appointing a Scrutinizer to represent them at the ballot counting and to ensure that their candidate receives a fair and impartial vote.

- d) Scrutinizers may count ballots for verification purposes only.
- e) The Scrutinizer may not count ballots for the purpose of final election results, and at that time, may not touch the ballots at any point.
- f) The Scrutinizer must be a resident of London Hall and must not be a candidate in any capacity of the current election.
- g) The Scrutinizer is bound to confidentiality concerning all activities of the ballot counting procedure. This specifically refers, but is not limited to:
 - i) Election results
 - ii) Vote distribution
 - iii) Margins
 - iv) Invalidated ballots
- h) The Scrutinizer may request a maximum of two (2) recounts of all ballots.
- i) The Scrutinizer, at the discretion of the President, may be dismissed from their role.
- j) In the event that the Scrutinizer is dismissed from their role, all ballot counting will cease. The ballots shall be secured in the custody of the Residence Secretary or Clerk until the candidate has been informed of the removal of his/her Scrutinizer. The candidate shall then have the option to provide a replacement for his/her Scrutinizer within two (2) hours. Removal of a candidate's second Scrutinizer shall result in that candidate forfeiting their right to a Scrutinizer, for the purposes of that election.
- k) A Scrutinizer that has been removed from their role may not be in any capacity a Scrutinizer for the remainder of the ballot counting.

11.12 Violations:

- a) All promotional materials must be approved by the CRO or President prior to their use.
- b) In the event that materials to be used by a candidate do not have violations set out, guidelines and violations will be published by the CRO, President and Residence Life Coordinator.
- c) Any decisions outside of these shall be at the discretion of the CRO and President.
- d) Each candidate will be entitled to a maximum of three (3) demerit points, before their removal from the election. Guidelines of types of violations and their values have been outlined below.
 - i) Level 1 Violation, 1 Demerit Point.
 - Poster violation such as, but not limited to:
 - Size
 - Placement
 - Location
 - Over budget on campaign expenditures by 0.1–15%
 - ii) Level 2 Violation, 1.5 Demerit Points.
 - Violations include but are not limited to:

Pre/post campaigning
Campaigning door to door outside of stated hours.
Defacing campaign material
Unapproved campaign material
Over budget on campaign expenditures by 15.1–25%

iii) Level 3 Violation, 3 Demerit Points

Violations include but are not limited to:

Failure to comply with the spirit and purpose of the election.

Over budget on campaign expenditures by 25.1% or greater

e) Violations by any candidate shall be included on the candidate information sheet along with their picture; stating what violation was committed and how many demerit points were issued.

f) Violations by any candidate shall be publicly posted in the front lobby of London Hall after the candidate has been informed of the violation.

11.13 Candidates Rights:

a) All candidates have the right to a fair and impartial election within reasonable expectation of the DHRC.

d) All candidates shall have the right to expeditious results.

e) All candidates have the right to an appeal, delivered in writing to the CRO within twenty-four (24) hours of results having been publicly posted.

11.14 Appeals:

a) All candidates have the right to one (1) appeal

b) An appellate committee consisting of the outgoing Executive, Staff Liaison and CRO shall hear all appeals.

c) Appeals can be made regarding but not limited to the following issues:

Recounts

Violations

Election procedures

d) The CRO and one (1) Community Leader will conduct a recount.

e) The appellate committee shall have the discretion to rule on and take appropriate measures.

f) All decisions of the appellate committee shall be final.

ARTICLE 12 - TERMS OF OFFICE

12.1. The terms of office for the executive members shall run from March 16 through April 30 of the following year.

12.2. Building Ambassadors shall hold office from the time of their selection until the final day of the academic year.

12.3. Commissioners shall hold office from the first day of May after their appointment until the final day of the following April.

12.4. External Representatives shall hold office as outlined by their respective councils.

ARTICLE 13 - IMPEACHMENT AND FORFEITURE

13.1. Residents' Council Executive and Commissioners

- a) Must be initiated either by the Residents' Council passing a motion, or by a petition signed by at least one hundred fifty (150) residents.
- b) An Executive member may be impeached by a three-quarters (3/4) vote of residents, provided that two-thirds (2/3) of all residents exercise their franchise.
- c) An Executive member may also be impeached by a three-quarters (3/4) vote of Residents' Council at two (2) successive meetings of Council.

13.2. Building Ambassadors

- a) May be impeached by one-half (1/2) vote of the members of their floor provided that at least two-thirds (2/3) of the members of their floor have voted.
- b) Building Ambassadors may also be impeached by a two-thirds (2/3) vote of the Residents' Council at two (2) successive meetings.
- c) If a Building Ambassadors resigns or is dismissed by the Council or the Floor, the Executive will appoint a temporary Building Ambassador for that floor until the floor elects a new Building Ambassador.

13.3. Grounds for Impeachment

- a) Any member of Council provides grounds for impeachment when he/she fails to fulfill his/her duties as defined by this constitution and/or its by-laws. Upon impeachment of a member, it is the duty of the Residents' Council to find a suitable means to fill any vacancies.
- b) Should an Executive member or External representative be impeached or forfeit his/her position, then his/her position shall be filled by a selection process monitored by the CRO or the Residence Life Coordinator

13.4. External Representatives may be impeached as outlined by their respective councils.

13.5. Membership votes for impeachment procedures shall be conducted by secret ballot.

ARTICLE 14 - FINANCES

14.1. The fiscal year for the Residents' Council shall be from May 1st to April 30th and will coincide with the transfer of signing authority to the incoming executive.

14.2. All expenditures exceeding the sum of \$250 shall be decided on by a majority vote of the voting members of Council. The Vice-President Finance will have the authority to authorize expenditures not exceeding \$250. The Vice-President Finance will act as the primary advisor to Council on all financial transactions. Any proposal for expenditures exceeding \$250 shall be submitted to the executive prior to the Residents' Council meeting at which the vote shall take place.

14.3. For each of the executives, an answering service will be provided by Council.

14.4. Members of Residents' Council shall be reimbursed for any charges related to administrative Council business, providing due cause can be shown.

14.5. The books and accounts of Council are the responsibility of the VP Finance, and shall be open for inspection to all residents between 8:00am and 8:00pm inclusive, provided the VP Finance is given 24 hours notice.

ARTICLE 15 - AMENDMENTS

15.1 Amendments to the Constitution may be presented by any resident of London Hall with the support of two (2) LHRC members

15.2. Amendments to the Constitution will be referred to the Internal Review Committee (IRC) for discussion and presentation to the Residents' Council, and the residents of the building.

15.3. Voting Procedures for Amendments

a) All amendments must be voted upon by the Residents' Council.

b) Amendments must be approved by two-thirds (2/3) of the voting members of the Residents' Council.

c) Amendments to the constitution shall be passed by a majority vote at a Communications Meeting.

15.4. Notice of constitutional amendment must be presented at a regular meeting of the Residents' Council at least two (2) weeks before the amendment is ~~voting~~ voted upon by the LHRC.