



GENERAL MEMBERSHIP MEETING #111

April 29, 2026

Hybrid

Zoom: <https://us02web.zoom.us/meeting/register/JDC0RceyQEWc-0QtXNLCnw>

Location: 300-380 West 2nd Ave, Vancouver, V5Y 1C8

AGENDA

TIME	ITEM#	DESCRIPTION
5:00 p.m.		REGISTRATION OPENS
6:00 p.m.	1.	CALL TO ORDER
	a)	Welcome <ul style="list-style-type: none">• Land Acknowledgement• Equality Statement• Introduction
6:10 p.m.	2.	ZOOM INSTRUCTIONS (<i>Karla Laird</i>) How to Rename yourself on Zoom: To help us verify attendance, please update your Zoom display name to include your full name and UBCP/ACTRA number. <ul style="list-style-type: none">• Click "Participants" at the bottom of the Zoom window.• Hover over your name in the list and click the three-dot menu (More)• Select "Rename," then enter your full name and UBCP/ACTRA number.• Click "OK" to save. How to Ask a Question on Zoom – Use the "Raise Hand" Feature <ul style="list-style-type: none">• Questions will only be addressed through the "Raise Hand" feature.• Questions entered in the chat will not be answered, and the Q&A feature will be disabled.• On a computer: Click on the "Reactions" button, then select "Raise Hand".• On a tablet or smartphone: Tap "More" (⋯), then select "Raise Hand".• The Chair will call on you in order.• Staff will unmute you—this may take a few seconds.• After speaking, click "Lower Hand" to remove your raised hand. In-Person Members <ul style="list-style-type: none">• Members attending in person may line up at the microphone at the front centre of the room. Each member will have up to 3 minutes to speak. Additional time may be granted at the discretion of the Chair.

6:15 p.m.	3.		RULES OF ENGAGEMENT (<i>Chris Girodat, Parliamentarian</i>) <ul style="list-style-type: none"> • Explanation of Meeting Format and Meeting Conduct • Review of Robert's Rules of Order • Explanation of Speaking Order and Time Limits • Reinforcement of Respectful Discourse
6:20 p.m.	4.		ADOPTION OF AGENDA (<i>Keith Martin Gordey</i>)
DOOR PRIZE #1			
6:25 p.m.	5.		APPROVAL OF MINUTES OF PREVIOUS MEETING(S) (<i>Keith Martin Gordey</i>)
		a)	Draft of General Membership Meeting #109 Minutes, December 10, 2025
		b)	Draft of Special Membership Meeting #110E Minutes, January 8, 2026
6:35 p.m.	6.		BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING(S)
6:40 p.m.	7.		PRESIDENT'S REPORT (<i>Keith Martin Gordey</i>)
6:45 p.m.	8.		RATIFICATION OF NEW BOARD MEMBER <ul style="list-style-type: none"> • Leanne Buchanan
6:50 p.m.	9.		TREASURER'S REPORT (<i>Sandy Abley</i>)
6:55 p.m.	10.		BYLAW CHANGE - RECOMMENDATION FOR RATIFICATION
7:10 p.m.	11.		COMMITTEE REPORTS <ul style="list-style-type: none"> • Scholarship & Bursary Committee • Guardians of Minors Committee • Queer Performers Committee • Governance Committee • Women's Committee • Voice Committee
DOOR PRIZE #2			
7:35 p.m.	12.		MANAGEMENT REPORT <ul style="list-style-type: none"> - Update on Iron Mountain Records Digitization Project - Other
7:50 p.m.	13.		OTHER BUSINESS
7:55 p.m.	14.		GOOD AND WELFARE
DOOR PRIZE #3			
8:00 p.m.			NEXT MEETING: TBD

	15.	APPROXIMATE CONCLUSION OF MEETING
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While the Executive Board in accordance with the Union By-Laws "has the authority and power to direct, administer and control the affairs of the Union..." [Article 9 (g)], please be advised that the Minutes of Executive Board meetings are retained at the Union offices and are available on the UBCP/ACTRA website or can be viewed by appointment at the Union office. We remind all Members of the confidentiality of information, including discussions at membership meetings. Meetings are open to all Members in good standing only.

Robert's Rules of Order Newly Revised will apply to all questions of procedure and parliamentary law, as per the Union's By-Laws, Article 26 (Meeting Procedure).



MEETING MOTIONS

Resolutions for the April 29, 2026, General Meeting #111

Please submit questions and amendments in advance via email to meetings@ubcpactra.ca by Friday, April 24, 2026.

Please refer to the agenda for the following motions:

Agenda Item	Draft Resolution
#4	Motion to adopt the agenda for the UBCP/ACTRA April 29, 2026, General Membership Meeting as presented (or as amended).
#5a	Motion to approve the UBCP/ACTRA General Membership Meeting #109 Minutes as presented (or as amended).
#5b	Motion to approve the UBCP/ACTRA Special Membership Meeting #110E Minutes as presented (or as amended).
#15	Motion to adjourn the UBCP/ACTRA April 29, 2026, General Membership Meeting.

Previous Meeting Minutes

Please scan the QR code below to access the previous meeting minutes.



Childcare

**UBCP/ACTRA offers childcare reimbursement for members who attend union meetings.
RSVP and attendance are required in order to apply for childcare reimbursement.**

Please send RSVP by **Friday, April 24, 2026, to:
finance@ubcpactra.ca**

At the meeting, please check in with registration, and then submit the receipt to the above email address once the meeting has concluded.



GENERAL MEMBERSHIP MEETING PROTOCOL

MOTIONS

Any Full Member may submit a motion, in writing, at least five (5) days in advance of the General Membership Meeting for consideration by the assembly. Please send advance motions to meetings@ubcpactra.ca by Friday, April 24, 2026.

All motions passed are on a preliminary basis as legal must review them to ensure they are in compliance with provincial laws, our collective agreements, and that they are generally enforceable.

QUESTIONS

Upon direction from the Chair, Members who wish to ask a question will proceed to the floor microphone or raise their hand on Zoom and wait to be acknowledged.

Once acknowledged, the Member will advise the assembly of their name and membership number and indicate if they are speaking either **FOR** or **AGAINST** the motion, or if they are putting forward a general question or comment on the matter.

Each person has **a maximum of three (3) minutes** to speak, which includes the opportunity for one follow-up question/comment only. If a member has more than one question to ask, they may queue up again, after preference has been given to first time speakers.

VOTES

As per UBCP/ACTRA Bylaw 15(e), all Full Members, Apprentice Members and Background Members in good standing are entitled to attend and vote at a membership meeting. Background Members must prove their minimum working days requirement. They need to provide their background vouchers or paystubs to verify that they earned 15 vouchers on union productions between **April 1, 2025 to March 31, 2026**.