



**LOWER MAINLAND BREWERY WORKERS
HOLDING SOCIETY**

POLICIES

Adopted: May 22, 2025

Effective: May 22, 2025

1 INTERPRETATION

1.1 Relationship to Bylaws

- 1.1.1 These Policies are adopted pursuant to the Lower Mainland Brewery Workers Holding Societies Bylaws using the definitions and interpretation rules stated in the Bylaws.
- 1.1.2 These Policies may be modified by the Directors if,
 - (a) there are no less than three (3) months between the motion and the vote, and,
 - (b) quorum is met, and,
 - (c) at least a 2/3 (66.6%) majority agrees to the changes.

2 FINANCE

2.1 Credit Cards

- 2.1.1 The Secretary Treasurer shall be the designated credit card holder for the Lower Mainland Brewery Workers Holding Society.

2.2 Expenditures

- 2.2.1 The President and or Secretary Treasurer shall make and or approve Lower Mainland Brewery Workers Holding Society expenditures up to \$15,000.00 in between Lower Mainland Brewery Workers Holding Society meetings.
- 2.2.2 All Lower Mainland Brewery Workers Holding Society expenditures made between Directors Board meetings shall be recorded and disclosed at the next Directors Board meeting.

2.3 Lieu Days

- 2.3.1 When a Director is required to perform Holding Society duties and is not paid wages for that day, the Director is entitled to a corresponding lieu day off work for which the Holding Society will pay the Director their normal wages. Lieu days must be approved by the Secretary Treasurer, and/or by additional persons if designated by the Directors.
- 2.3.2 Lieu days must be used within 100 days of the date earned unless the Directors approves otherwise. Lieu days may not be cashed out.

2.4 Doubler Signer

2.4.1 Payment of disbursements shall be signed or digitally authorized by any two of the following Directors,

- (a) President
- (b) Secretary Treasurer
- (c) Region 2 Vice President

2.4.2 The Directors shall bond each Director with disbursement signing authority in an amount by the Directors.

3 MEETING GUESTS

3.1 Guests

3.1.1 Guests may attend Directors Board meetings provided they have pertinent business to transact during Directors Board Meeting proceedings.

3.1.2 All Guests must receive approval from the President in advance of the Directors Board Meeting.

3.1.3 Approved Guests may only be present at a Directors Board Meeting during the time in which the approved guest is transacting their business.

3.1.4 The President may use discretion and allow a guest to be present for some or all parts of the Directors Board Meeting.