

New Senator Information Package

Welcome to the Winnipeg Science Fiction Association (WinSFA) Senate. We are a group that is dedicated to the organization and sharing of Science Fiction, Fantasy and other speculative fictions, primarily through Keycon.

- ❖ To be a member of the Senate, you are required to pay dues, the rate is set yearly, and is currently \$25(?).
 - The dues will be prorated for the time you are elected, to either the end of our calendar year, or in the case of Senate elect to the end of the post con meeting following the next keycon after you are elected.
- ❖ Our primary form of communication is the WinSFA email list: winsfa@googlegroups.com.
 - Please provide the secretary of WinSFA with your email you want subscribed.
- ❖ Our meetings may be done in person, or through Zoom. Email invites are sent through the email list.
- ❖ The executive of the Senate may be emailed through set emails:
 - President@winsfa.org
 - VicePresident@winsfa.org
 - Secretary@winsfa.org
 - Treasurer@winsfa.org
- ❖ The executive are elected for the calendar year, elections take place in November, with nominations opening in October and closing in just prior to the vote. Anyone can self nominate and the Secretary has been Senate Elects previously.
- ❖ If you are unable to attend a meeting, you may send a proxy: The person you are asking to be a proxy must be in attendance, please communicate with them ahead of time to ensure they will be present. To be proxied to the meeting, you must send a copy of the proxy to the Secretary and the person with instructions for votes. There are two types of proxies:
 - General Proxy: the person you have given your proxy may use it as they believe you would want to vote. You trust them to vote as they believe you want. This does not allow them to vote on financial matters. It requires a specific proxy.
 - Specific proxy: you have given them specific instruction to vote per the agenda.
 - Abstentions: You cannot vote with a specific proxy on elections of conchairs, or executive as you are not present to hear the presentations. You are automatically abstaining. You may also specify that you are

abstaining from any specific vote. If new business is introduced that you were previously unaware of, it may be determined that you will abstain.

- ❖ We have a facebook page: <https://www.facebook.com/winnipegfsfa>
- ❖ We have a website: <https://www.winsfa.org/>
- ❖ Our constitution can be found at:
<https://www.keycon.org/35/wp-content/uploads/2017/06/Proposed-Constitution-amended-Mk3-cleaned-20110612.pdf>
- ❖ The Senate is responsible for choosing new conchairs for Keycon, any active senator can receive bids and an email has been set up to also receive bids. This process can be found in the constitution.
- ❖ The Senate is responsible for choosing the Hotel Liaison, who must be a senator to oversee each Hotel contract (usually a three year contract).
- ❖ The Senate is responsible for choosing a treasurer for Keycon, who serves a two year term
- ❖ There are committees you can join, diversity and inclusion, constitution, and retooling are a few possibilities.