



January 26, 2016

To: Branches & Facilities

**REMINDER:
Submit Proposed Policy Resolutions and By-law Amendments**

Please ensure that you submit your By-law and policy amendment proposals **no later than Friday, February 5, 2016** for CATCA Convention 2016.

Important Links:

- The [Resolutions and By-law amendments](#) form recommended for use by Branches/Facilities
- For any proposed By-Law amendment, Branch minutes must be emailed to convention@catca.ca
- All Branch office holders should review the [By-laws and the CATCA Policy Manual](#)

In solidarity,

Peter Duffey
President

Doug Best
Executive Vice-President