

From: Elena A. Cappella, chair of Ad Hoc Committee on the Bylaws

Date: Feb. 26, 2021

Re: Bylaws: Progress Report and Timetable

Our Committee is diligently working through remaining issues and reviewing and amending drafts of each Article. (We're glimpsing the light at the end of the long tunnel some of us entered in the spring of 2020.)

In addition to drafting new Bylaws to replace the current ones, we're preparing a short memo to accompany each proposed Article to highlight or explain the major substantive changes from the current Bylaw. (The changes -- many if not most of which are in terminology, diction, or placement, and not substantive -- are so extensive that any attempt at producing an understandable red-line document, with underscores and strike-outs, would be useless.) The packet of materials for the Board and later the CCRA membership will consist of the current Bylaws, proposed new Bylaws, and explanatory memoranda.

Our plan is to present the full packet to the Executive Committee on or before April 1<sup>st</sup>. We will then work to get a final packet to the Board several days if not a full week before our meeting on April 13. It will be important for each Director to review the materials in advance so that meeting time can be efficiently spent addressing any questions or concerns. The proposed Bylaws will go to the membership for adoption at the annual meeting only if the Board, by a 2/3 vote, recommends them. We will work to get the packet to the members at least one week, if not two, before the Annual Meeting.

At later Board meetings, perhaps as soon as this May or June but possibly not until the fall, we plan to bring related documents to the Board for consideration and approval. They will include a Charter for each Standing Committee (current committee Chairs will soon be asked for input), rules for the conduct of meetings of the Board and the CCRA membership, and policies and procedures relating to financial matters.