

**Asylum Hill Neighborhood Association
Summary of Recommended By-Law Revisions**

These recommendations were developed by the Board of Directors who held 2 Retreats (9/13/18 & 10/11/18) to discuss changes that were needed to clarify and streamline the by-laws. The Board adopted these changes unanimously on 10/18/18. The AHNA membership can now approve these changes for them to take effect.

The following is a summary of the recommended changes:

Article II, Section 1: Updated mission statement to reflect the new mission statement.

Article III Section1: Discussed necessity of clarifying and simplifying becoming member. To clarify the difference between members of the Board of Directors and General Members, inserted “General” in the Section title. It was decided that eligibility for General Membership in AHNA would be if an individual attended three (3) meetings within the preceding twelve (12) months they would automatically become a General Member in good standing of AHNA, with the accompanying voting rights as enumerated in the by-laws.

Section 3: This section was clarified considering the above decision.

Article IV:

Section 2 Voting: Remove first sentence. For increased clarity, replace the word “Memberships” with “General” throughout the by-laws. In the last sentence in this section it should read “No proxy voting is allowed at General Meetings.”

Section 4: change Membership meeting to General Meeting. Insert, “The Board of Directors shall determine the agenda of the Annual Meeting.”

Article V Section 2: To clarify this section, change title to “Election, Numbers and Term. On the third line change “Membership Meeting” to “General Meeting.”

The sentence in the second paragraph beginning with “Any Director” change “one calendar year shall” to “preceding twelve months may.”

Insert “unless otherwise determined by the Board” after “follows three (3) years of service.”

Section 3: Insert “a term determined by the Board of Directors.” after “a member of the Board for” and delete “the unexpired portion of the term of the person being replaced.”

Article VI – Officers Section 1: Change to read “The Board of Directors shall elect a Chair and Vice Chair or two Co-Chairs. **B. Secretary.** Change the beginning of the first sentence to read “The Board of Directors shall elect a Secretary who shall be...”

Delete “The Secretary shall also make membership forms available at all Membership Meetings.” since this is not needed anymore. **C. Treasurer.** Change first sentence to read “The Board of Directors shall elect a Treasurer who shall serve as the Chairperson of the Finance and Audit Committee of AHNA if applicable.”

Section 2: Delete “by appointment” and insert “filled by majority vote of the Board of Directors.”

Article VIII – Committees

Section 1: Language edited for grammar and clarity. Added “Executive” and “Finance and Audit” as possible committees that the Board can establish. Added “All Committee Agendas and Minutes shall be shared with the Board of Directors.”

Section 2: changed “two to five” to “three to five” Collapsed Personnel Committee responsibilities into the Governance Committee and deleted Section 3 Personnel Committee.

Section 4 Committee Chairs. Change the second sentence to read “The term of the Chair of a Committee shall be at the discretion of the Board.”

Article XI – Amendment Process

Section 1, Amendment Process for By-Laws. In first line change “may” to “shall”. In the second line, change “AHNA the membership” to “AHNA General Membership.” This clarifies that the voting members also need to adopt By-Law amendments.