

RAPV Bylaws and Policy Task Force
Major Bylaws and Policy Updates

During the process of reviewing RAPV's Bylaws and Policies, it became apparent to the Task Force that this project required a complete overhaul of both documents. Though many if not most of the elements of each were retained in their current form or were updated to meet current practice and/or requirements. Below you will find an outline of the significant updates that occurred in each document.

BYLAWS

ARTICLE XI: OFFICERS & DIRECTORS

Section 1. Officers

Changes

The Secretary position has been eliminated

Rationale

This position no longer serves a role in the association as any responsibilities that may have been expected of a Secretary are performed by staff.

Section 3. Board of Directors

Changes

The term of office for Directors has been updated from unlimited three (3) year terms to be two (2) year terms and Directors may not serve more than six (6) consecutive years without taking a break away from the Board.

Rationale

Though consistency is important on a Board of Directors the inclusion of new thoughts and experiences is just as important. By limited Directors to two (2) year terms and six (6) consecutive it is ensured that turnover occurs on the Board of Directors.

POLICY

Section 2: Board of Directors; Section 3 Officers

Changes

The current system of a nominating committee selecting a slate of candidates to then be voted on at the Election of Officers membership meeting has been replaced. Under these proposed policies the nominating committee will pivot to a certifying committee which certifies that all candidates meet the requirements necessary to serve on the Board of Directors. The membership will vote from all eligible candidates via an online ballot. Membership will be notified of the election results at the close of the ballot. Term limits have been updated to include a one (1) year break from service after serving two (2) consecutive three (3) year terms. The Election of Officers meeting would no longer take place.

Officers (President, President-Elect and Treasurer) will be voted on by the Board of Directors. The President will continue to assume their role following their serve as President-Elect. Candidates for President and President-Elect will be voted on by the Board of Directors. This will occur prior to the Director elections as to establish the number of Director seats that will be available. The President, President-Elect, Treasurer, and Immediate Past President will make up the Leadership Team. The Secretary position will be removed.

Language has been added giving the procedures to follow should the current CEO leave the association.

Rationale

All changes made to the Board of Directors composition and voting procedures have been done to make the Board of Directors and inclusive entity and meet current association practices across the country. I

3.7 Chief Executive Officer Succession

Changes

A step by step process has been added giving instructions for when the sitting CEO is no longer working for the association.

Rationale

These procedures have not previously been codified into policy for the association. By including them in the association's policy manual there is now a clear and concise guide for what should happen if/when the sitting CEO is no longer employed by the association. Including language detailing the process of the CEO transition is essential to ensuring a smooth defined process.

5.3 Crisis Policy

Changes

A step-by-step process has been added to the association's policies outlining what should occur if a "crisis" occurs. This crisis can be anything from an act of nature, a cyber-attack or a health emergency such as was experienced during the pandemic.

Rationale

These procedures have not previously been codified into policy for the association. By including them in the association's policy manual there is now a clear and concise guide for what should happen if/when a crisis occurs

6.3 Social Media Policy and Associated Risks

Changes

This new policy outlines the social media expectations of members involved with the association. This policy reinforces that only specific members speak for the association and that there are standards to be met when posting on behalf of the association.

Rationale

Previously this type of policy has not existed in reference to members. What was present was borrowed from the Employee Manual and was not applicable to the protection of the association and the members.

*Policies Related to the Charitable and Education Fund***Changes**

All polices relating to this separate entity have been retained and will be compiled into their own set of Bylaws and Policies

Rationale

Currently there is no formal organizational docs for this entity other than the original *Organizational Document* formed when Charitable and Ed was first created. A future Task force will be responsible for reviewing, updating and creating the Bylaws and Policies for the 501c(3).