

# GROVETON, VIRGINIA, CIVIC ASSOCIATION (GCA)

## BY-LAWS

### ARTICLE I: NAME

The name of this nonprofit nonpolitical organization shall be “Groveton, Virginia, Civic Association” hereinafter referred to as "Association.”

### ARTICLE II: AREA INVOLVED

The Association shall serve the residents of the following area of the Lee District, Fairfax County, Virginia, with the boundaries being measured from the midline of all outer boundary roads.

- Beginning at the intersection of the east boundary of the subdivision known as Stoneybrooke and South Kings Highway proceed northeast to Lenclair Street (about 0.5 miles),
- then southeast on Lenclair Street to Memorial Street,
- then east on Memorial Street to Richmond Highway (Route One),
- then south on Richmond Highway to Holly Hill Road (about 0.8 miles),
- then west on Holly Hill Road using an imaginary line across Harrison Lane, to the east boundary line of the Stoneybrooke subdivision, and
- then northeast ending at the boundary of Stoneybrooke and South Kings Hwy.

### ARTICLE III: OBJECTIVES

The objectives of this Association shall be to:

1. operate as an educational group to assist the members in keeping informed on issues affecting their community;
2. promote a sense of community for all residents;
3. foster a nonprofit, nonpartisan association which will be sensitive to the changing needs of the area involved;
4. assist in the evaluation of community needs and develop programs to meet such needs;
5. promote improved communications among the residents;
6. establish an effective nonpartisan link between the citizens and those governing bodies affecting the quality of life;
7. foster crime prevention and law enforcement in the community by sponsoring and supervising the Neighborhood Watch Program.

### ARTICLE IV: MEMBERSHIP AND DUES

#### Section 1.

Membership in the Association is open to all residents within the area defined in Article II. Residents of the Groveton area, but not living in the area defined in Article II, may also join the Association as nonvoting members.

#### Section 2.

Members may attend Association functions and meetings. Members who live within the area defined in Article II and pay their dues are considered to be in “good standing”, have the additional privilege of voting (one vote per household) and can hold office (elective and appointive).

#### Section 3.

The annual dues for membership shall be ten dollars (\$10.00) per household for a full fiscal year (January to December is the Association’s fiscal year). Each year, the Board of Directors shall assess the annual dues. The President shall present any proposed dues change to the Association at the September meeting and propose the voting to be scheduled at the October meeting. Dues received from new residents joining after August will be applied to the next year and membership

granted for the current year.

#### **Section 4.**

The Association shall be a member of:

1. The Fairfax County Lee District Land Use Advisory Committee
2. The Fairfax County Federation of Citizens Associations, Inc. (FCFCA)
3. The Lee District Association of Civic Organizations (LDACO)
4. The Fairfax County Police Department Citizen Advisory Committee.

The Association shall pay the membership dues required by the organizations named above in order to have voting privileges and receive any other benefits derived through said membership.

### **ARTICLE V: OFFICERS**

#### **Section 1.**

The officers shall be President, Vice President, Corresponding Secretary (hereinafter referred to as "Secretary"), Treasurer, and Parliamentarian. All officers shall be voting members of the Association and reside in the area as defined in Article II.

#### **Section 2.**

The President, Vice President, Secretary, Treasurer, and Parliamentarian shall be nominated by the Nomination Committee, elected by majority vote, and confirmed. The installation of the officers shall be held at the June meeting every two (2) years.

#### **Section 3.**

The President, Vice President, Secretary, Treasurer, and Parliamentarian shall serve for a two (2) year term of office with the first term beginning the month of July and ending with the second term at the June Meeting. The outgoing Officers shall work with the newly elected Officers during the transition period between the June Meeting and the September Meeting.

### **ARTICLE VI: DUTIES OF OFFICERS**

#### **Section 1.**

The President shall:

1. serve as chairperson of the Board of Directors and preside over all Board and Association meetings,
2. appoint chairpersons of standing committees,
3. appoint individuals for specific tasks or events,
4. appoint primary and backup delegates to the local organizations defined in Article IV Section 4,
5. fill all vacancies except otherwise provided for in these By-Laws,
6. poll the Association members for potential speakers and programs of interest,
7. contact and schedule speakers for the Association meetings,
8. notify the Association's publicity contact to post scheduled speakers on website and in newsletters,
9. participate in the transition period between outgoing officers and the newly elected officers, and
10. perform other duties as pertain to the chief officer of such an Association.

#### **Section 2.**

The Vice President shall:

1. serve as the presiding officer at all meetings of the Association in the absence or disability of the President,
2. serve as back-up member of the Lee District Land Use Advisory Committee;
3. serve as primary for all zoning and property maintenance concerns in the community,
4. assign a designated individual to review the annual financial records prepared by the Treasurer and create an annual audit report as addressed in Section XI Finance;
5. participate in the transition period between outgoing Vice President and the newly elected

- officer, and
6. perform other duties as may be assigned by the President or pertain to the office of Vice President, i.e., delegate to LDACO or FCFCA.

In the event of a vacancy in the office of the President, the Vice President shall become President and shall assume all duties and responsibilities of that office. A vacancy in the office of the Vice President shall be filled by an appointee of the Board of Directors in accordance with Article VII, Section 5. In the absence of both the President and Vice President, a Chairperson Pro Tempore shall be designated by the Board of Directors.

### **Section 3.**

The Secretary shall:

1. keep an accurate record of all meetings of the Association and Board of Directors (this record reflects the Association's official actions, as well as creates the historic records),
2. oversee and document the tabulated ballots received from the Nomination Committee,
3. identify potential newsletter articles regarding community events and/or concerns,
4. participate in the transition period between outgoing Secretary and the newly elected officers, and
5. perform other duties as pertain to the office of Secretary.

### **Section 4.**

The Treasurer shall:

1. receive and be responsible for the safekeeping of the general funds of the Association,
2. may assign a Membership Chairperson to track membership dues and related household information (e.g. name, address, phone, amount, additional donation) to:
  - a. track membership dues received into a spreadsheet associated with the resident, home address, email account and phone if available,
  - b. maintain the membership spreadsheet for future membership drives, analysis of households per street and other types of reporting options, and
  - c. act as backup to the Treasurer to manage the post office box and deposit membership dues into the Association's general fund, and
  - d. ensure any monies deposited are reported to the Treasurer.
3. provide a financial report update to the Association at the monthly meetings,
4. elevate any financial concerns to the Board of Directors and the Association for discussion and if needed resolution,
5. present an annual budget and financial reports to the Board of Directors for review and approval,
6. present the approved budget and financial reports to the Association at the February meeting,
7. prepare appropriate financial reports to the designated representative for audit review,
8. participate in the transition period between outgoing Treasurer and the newly elected officer, and
9. perform other duties as pertain to the office of Treasurer.

### **Section 5.**

The Parliamentarian shall:

1. be present at all meetings of the Association and Board Meetings (as applicable),
2. maintain order, using the Robert's Rules of Order, Newly Revised, and
3. participate in the transition period between outgoing Parliamentarian and the newly elected officer.

In the absence of the Parliamentarian, the President shall appoint the role of Parliamentarian to an independent member of the Association.

## **ARTICLE VII: BOARD OF DIRECTORS**

### **Section 1.**

The Board of Directors shall consist of:

1. the Officers as defined in Article V,
2. the Members-At-Large standing committee members who give full representation of the area as defined in Article II. and
3. the past President who provides education regarding the Association's past experiences and decisions which resulted in successes and failures.

As stated in Article VI, the President of the Association shall be the chairperson of the Board of Directors. All members of the Board of Directors must be active members of the Association.

**Section 2.**

A Quorum shall consist of a simple majority of members of the Board of Directors.

**Section 3.**

An affirmative vote of a simple majority of those Board members present shall be required to pass a motion pertaining to the items identified in Article VII Section 5.

**Section 4.**

The Board of Directors shall meet a minimum of one time per year. The Officers shall set a date and each member of the Board of Directors will be notified. Each member shall be held responsible to be present without further notice except in the event of a change in meeting date/place at which time the President shall be held responsible to notify the members as soon as possible.

**Section 5.**

The Board of Directors shall have the power, responsibility, and authority to:

1. recommend and implement the policies of the Association;
2. replace officers (other than the President) and other members of the Board when a vacancy occurs. Board appointees shall serve until the next regular scheduled election. The Board of Directors shall fill any vacancy within thirty (30) days from the date the vacancy occurred;
3. assess the annual membership dues and the annual budget requirements;
4. review the By-Laws every two (2) years and as appropriate, make recommendations for amendments as defined in Article XIV; and
5. act on behalf of the Association between meetings when expediency is required.

**ARTICLE VIII: PROGRAMS and STANDING COMMITTEES**

**Section 1.**

To meet the objectives of the Association as defined in Article III, the Association is organized with two programs (Operational and Community Support and Education) and two standing committees:

1. the Operational Program which ensures the Association continues to function;
2. the Community Support and Education Program which benefits the community;
3. the Nominating Standing Committee which is a distinct committee that is formed every two (2) years for the purpose of elections and then is disbanded;
4. the Members-At-Large Standing Committee which is a committee within the Operational Program and formed to represent the needs of designated areas within the boundaries of the Association as defined in Article II.

**Section 2.**

The Operational Program requires members of the Association in good standing. Documentation of operational tasks is encouraged. Each of the tasks identified within a function can be performed by one or more individuals:

1. Members-At-Large Standing Committee:
  - a. Each of these members shall represent the needs of the Association members within the defined boundaries defined in Article II.
  - b. Each member is considered the chairperson of their designated area.
  - c. Each chairperson shall hold two (2) year term from July through June.
2. The Membership and Publicity function includes:
  - a. participating as the Membership Chairperson role;
  - b. coordinating with other Home Owner Associations (HOA) and Civic Associations

- (CA);
  - c. participating in annual membership drive;
  - d. notifying newspapers and other media about Association events;
  - e. issuing the newsletter (paper and electronic); and
  - f. maintaining the website ([www.GrovetonVa.org](http://www.GrovetonVa.org)) and Facebook ([www.facebook.com](http://www.facebook.com) Groveton Civic Association).
3. The Audit and Fund Raising function includes:
    - a. conducting an annual audit of Treasurer's books; and
    - b. identifying fund raising projects.
  4. The Social Relations function includes:
    - a. visiting those homebound;
    - b. mailing out cards, flowers, etc.;
    - c. welcoming new neighbors to the neighborhood and participating in "Welcome New Members" program;
    - d. participating in Association events (e.g. picnic, holiday buffet);
    - e. assisting in donation events to local charities; and
    - f. supporting youth programs associated with neighborhood schools.

### **Section 3.**

Members-At-Large Standing Committee (each of these chairpersons will represent the needs of the Association members within the defined boundaries defined in Article II):

1. chairperson for residents of Collard Street, Ridge Road and Arundel Avenue, residents of Richmond Highway between Clayborne Avenue and Spring Drive within boundaries as defined in Article II;
2. chairperson for residents of Grove Road, Spring Drive and Swain Drive, residents of Richmond Highway between Spring Drive and Holly Road within boundaries as defined in Article II;
3. chairperson for residents of Clayborne Avenue and Donora Drive;
4. chairperson for residents of Groveton Street, section of Lenclair Street off of Groveton and Queens Road;
5. chairperson for residents of Memorial Street and Lenclair Street off of Memorial Street within boundaries as defined in Article II;
6. chairperson for residents of Amlong Street, Amlong Place, Tahalla Drive and South Benson Street within boundaries as defined in Article II; and
7. chairperson for residents of Harrison Lane, S. Kings Highway and Polins Court within boundaries as defined in Article II.

### **Section 4.**

The Community Support and Education Program members are member of the Association in good standing. Documentation of community support and education tasks is encouraged. Each of the tasks identified can be performed by one or more individuals:

1. Participating in Citizen Groups by:
  - a. representing Association at the Lee District Land Use Advisory Committee (primary and backup representation required);
  - b. representing Association at the LDACO (primary and backup representation required);
  - c. representing the Association at the FCFCA (primary and backup representation required);
  - d. coordinating with Lee District and VDOT regarding zoning and property maintenance issues; and
  - e. representing the Association at the FCPD Citizen Advisory Committee.
2. supporting Fairfax County Community Revitalization program;
3. supporting Fairfax County Litter Control program;

4. supporting community clean-up day;
5. supporting local schools and scout organizations (e.g. cub scouts);
6. supporting “Green” projects, such as, storm drain labeling or Rain Barrel Program;
7. participating in Neighborhood Enhancement Partnership Program; and
8. supporting Fairfax County Educational Program to improve community and environment.
9. The Neighborhood Watch function includes:
  - a. participating in Fairfax County’s community Crime Prevention Program, e.g. Citizens Advisory Council;
  - b. supporting Neighborhood Watch Program;
  - c. coordinating National Night Out; and
  - d. reporting crime concerns.
10. Supporting the history of Groveton includes:
  - a. developing and participating in History Day;
  - b. researching and documenting history of houses in Groveton;
  - c. supporting activities related to the creation of historical markers and other historical documentation tasks; and
  - d. researching archives for references to Groveton community, families and farms of Groveton, along with other related information to document the legacy.

**Section 5.**

The Nomination Committee is formed for the purpose of selecting a new Board of Directors (Officers and the chairpersons of the Members-At-Large Standing Committee).

The Nomination Committee chairperson and minimum of two (2) members are appointed directly by the President to minimize possible “conflict of interest” and is required only for the duration of elections as defined in Article IX. The chairperson is considered a member of the Board of Directors during this timeframe. The chairperson and two (2) members of the Nomination Committee must be members of the Association in good standing. Standard Operating Procedures shall be documented for the Nomination Committee and maintained in correlation these By-Laws.

The Nomination Committee shall:

1. produce a slate of officers, which includes the offices of President, Vice President, Secretary, and Treasurer,
2. coordinate and conduct all phases of the election process,
3. be responsible for the distribution, accumulation, and tabulation of the election ballots in cooperation with the Secretary.

**Section 6.**

The Standing Committees or task groups shall present their latest status at each Association meeting with an electronic or hardcopy report submitted to the Secretary. The Association shall consider any proposal from the Standing Committees or task groups which commits the Association’s time or money. The Association will approve or deny any presented proposal using the simple majority vote of members present.

**Section 7.**

Any member of the Association in good standing has the right to contact a specific committee or task group to identify an interest or concern.

**Section 8.**

No committee, member or delegate shall commit the Association to the advocacy or opposition to any subject without prior confirmation by the Board.

**ARTICLE IX: ELECTIONS**

**Section 1.**

Every two years, at the March Meeting, the President shall appoint the Nomination Committee as defined in Article VIII Section 5.

**Section 2.**

During the month of March, the Nomination Committee shall discuss with all potential nominees whether he or she would be willing to fill the position and would consent to having their names presented on the nomination slate.

**Section 3.**

At the April Meeting, the Nomination Committee shall present the names on the nomination slate to be considered for Officers and Members-At-Large. The nominees shall attend the May Meeting to answer any questions from the Association.

As an alternative to the nomination slate, nominations may be made from the floor providing there is two-thirds (2/3) majority vote in agreement and the nominee is in attendance to accept the nomination at the May Meeting.

**Section 4.**

At the beginning of the June Meeting, the Nomination Committee shall distribute ballots to each voting member of the Association and upon ballot completion, gather and tabulate the completed ballots in cooperation with the Secretary. The elections shall be conducted using the plurality of voting system (each voter is allowed to vote for only one candidate per office and the winner of the election is whichever candidate received the largest number of votes).

**Section 5.**

If no plurality of votes is obtained by any candidate, a run-off election will be scheduled. The Nomination Committee shall prepare its final report, and notify the elected officials as soon as the results are available. It shall be the sole decision of the Nomination Committee to determine the validity of any questionable ballots and make the final decision as to the results of the election.

**Section 7.**

The duly elected candidates for each office receiving the plurality of votes shall be announced at the end of the June Meeting.

**Section 8.**

Once the election results are announced, the Board of Directors shall be confirmed, and installed at the June Meeting. The newly elected Board of Directors officially assume office immediately after the June meeting. The Nomination Committee shall be officially disbanded until next election year.

**ARTICLE X: MEETINGS**

**Section 1.**

Association monthly meetings shall be held on the first Monday of each month, excluding holidays (September's meeting is scheduled for the second Monday) and the months of January, July and August.

**Section 2.**

A quorum at any meeting which requires voting shall consist of a simple majority of the members present.

**Section 3.**

The Association holds the monthly meetings at the Groveton Elementary School and if Fairfax County schools are closed due to holiday or inclement weather, the monthly meeting is cancelled or rescheduled based on the decision of the Board of Directors. The President shall require a majority vote when it is necessary to change the regular meeting date for other than a national holiday or inclement weather.

**Section 4.**

Special meetings shall be called by the President upon approval of the majority of the Board of Directors or by petition of 10 percent of the voting members or twenty-five (25) members, whichever is less.

**Section 5.**

September shall be the first Association meeting after summer break (the months of July and August). If there were elections in June, this meeting would include the newly elected members of the Board of Directors. The September meeting may include recommendations by the Board of

Directors regarding change to membership and/or change to the By-Laws. The October meeting may include the Association's approval/disapproval of the recommendations.

**Section 6.**

Prior to the June meeting, the President shall submit a request for school facilities to the Groveton Elementary School. The request will define the use of the cafeteria, each meeting date from September through June and any related facility requirements. The Fairfax County Public School's website provides the process to be used: [www.FCPS.edu/ftscomuse](http://www.FCPS.edu/ftscomuse).

**Section 7.**

The June meeting shall be the last meeting prior to summer break. If elections are held as defined in Article IX, the past Board of Directors shall schedule transition meetings with the newly elected Board of Directors. These transition meetings shall address the turnover of all appropriate Association procedures, contacts, or other documentation. Additionally, the coordination for the National Night Out event shall be scheduled and finalized.

**ARTICLE XI: FINANCE**

**Section 1.**

The fiscal year of the Association shall be January 1 through December 31. This timeframe correlates with the State Corporation Commission and the IRS requirements.

**Section 2.**

The general fund of the Association shall consist of the income from the membership dues, bank interest, and funds received by gift, bequest, or transfer to the Association for general fund purposes. Any monies received through fundraising projects are placed in the general fund and shall be used for community support and education purposes. Each year, the Board of Directors shall decide if the general fund has available monies to pay for four (4) LDACO Banquet tickets (traditionally reserved for President +1 and Vice President +1). Fiscal policies and procedures not otherwise provided for in these By-Laws may be adopted by the Board of Directors.

**Section 3.**

All monies paid to the general fund of the Association shall be turned over to the Treasurer who shall hold said monies in safekeeping. Monies shall be disbursed by checks or other written orders or depositories. Treasurer shall deposit all funds of the Association in a Bank approved by the Board of Directors. All checks drawn on the account shall be signed by the Treasurer or President.

**Section 4.**

The annual budget of the Association shall be prepared under the direction of the Vice President for presentation to the Board of Directors for review and approval. The annual budget shall include required expenses (e.g., LDACO dues, FCFCA dues, State Corporation Commission fee, Post Office box, and other required annual dues or fees) and optional expenses (e.g., newsletter bulk mailing cost, 4 LDACO Banquet tickets). The adoption of the budget, including any amendments thereto, shall be by vote of the members at the February meeting.

**Section 5.**

At least thirty (30) days before the end of the fiscal year, an annual financial report shall be presented to the Board of Directors for review and approval. The Vice President shall create an audit report with related findings based on the annual financial report and Treasurer's books.

**Section 6.**

The annual financial report of the general fund, including income and expenditures for the fiscal year, shall be prepared by the Treasurer. All financial and audit reports shall be reviewed and approved by the Board of Directors and shall be presented to the Association at the February meeting.

**ARTICLE XII: ORDER OF BUSINESS**

**Section 1.**

The order of business for all regular meetings of the Association shall be as follows:



1. call to order;
2. roll call of officers;
3. reading of minutes of the previous meeting and approval from Secretary;
4. report of the Treasurer;
5. report of the Standing Committees and Event representatives;
6. unfinished business;
7. new business;
8. program/speaker (if there is one);
9. calendar review; and
10. adjournment by motion.

**Section 2.**

The foregoing order of business may be amended or reversed in order to accommodate a special guest speaker who should not be asked to sit through the regular meeting but may if they so desire.

**ARTICLE XIII: PARLIAMENTARY AUTHORITY**

The current Robert's Rules of Order, Newly Revised, shall govern this Association in all cases in which they are applicable and in which they are not inconsistent with these By-Laws.

**ARTICLE XIV: AMENDMENTS and REVIEWS**

**Section 1.**

The Review of the By-Laws shall be recorded as defined in Section 3 of this Article. All amendments to the By-Laws shall be presented to the Board of Directors for review.

**Section 2.**

Amendments to the By-Laws shall be reviewed by the Board of Directors and the proposed change presented to the Association for review. The proposed change will be approved or denied by the Association with two-thirds (2/3) vote of members present. The decision on the proposed change whether approved or denied will be recorded in the meeting minutes, and documented in the format defined in Section 3 of this Article. The Change Authority at the end of the By-Laws shall be updated to track the Reviews and the Amendments once all changes have been applied.

**Section 3.**

The format of the Amendments shall include (1) sequential change number, (2) article/section to be changed, (3) who proposed the change, (4) date the proposed change was made to the Board of Directors, (5) decision (whether the proposed change was approved or denied) by the Board of Directors and date, (6) the date presented to the Association, and (7) date approved by the Association.

**ARTICLE XV: INDEMNIFICATION**

The Association Officers are not liable for the debts and liabilities of the Association. This Article defines the extent that the Association protects against damages and compensation for damages or loss incurred.

The Association shall indemnify the Officers in accordance with Article IX of the State Corporation Commission's Articles of Incorporation of Groveton, Virginia, Civic Association pursuant to the Virginia Nonstock Corporation Act Title 13.1 Section 13.1-875 through 13.1-883 and to the extent funds are available in the treasury of the Association. The Association shall indemnify against liability, and advance reasonable expenses to any Officer who has, is, or is threatened to be named a defendant or respondent in any threatened, pending, or completed action, suit or proceeding, whether civil, criminal, administrative, or investigative, and whether formal or informal, because he or she is or was an Association Officer. The rights and indemnification shall not be exclusive of any other rights to which the Officers may be entitled according to the law of the State of Virginia.

**ARTICLE XVI: DISSOLUTION**

**Section 1.**

The Association may be dissolved by a majority vote of the members present or represented by proxy at a regular general meeting when the following conditions have been met:

1. written notification of the proposed dissolution along with the time, date, and location of the meeting have been provided by mail to all current members in good standing of the Association; and
2. notification of the proposed dissolution along with the time, date, and location of the meeting has been published in the most recent newsletter.

**Section 2.**

Funds in the Association's treasury shall be distributed according to the following priority:

1. All outstanding debts shall be paid.
2. All monies received in advance from advertisers whose ads have not been and will not be printed in the newsletter shall be refunded.
3. Contributions in the most recent year from members or businesses will be returned to them. If there are not sufficient funds to fully do so, contributions will be returned in proportion to the contribution as a percentage of the remaining funds.
4. If there are funds remaining after the return of contributions, these will be returned to current members on a pro rata basis.

**Section 3.**

Upon the dissolution of the Association and the winding up of its affairs, the assets of the Association shall be distributed exclusively to one or more entities organized and operated exclusively with Articles of Incorporation similar to those of the Association, such as Friends of Historic Huntley, Lee District Association of Civic Organizations.

### **By-Laws Change/Review Authority**

(Specific amendments follow under separate page):

1. Approved April 5, 1993 (submitted to State Corporation Commission)
2. Change #01 Approved Oct 4, 1999
3. Change #02 revamped the boundary descriptions, modified the standing committees, and clarified for more readability – Approved Oct 6, 2008.
4. Changes #03 thru #12 addresses change in the term of Board of Directors (July – Sept), restructure of the Association’s programs and committees with identification of tasks which changed duties of Officers, elimination of the January Association meeting, clarification of meeting tasks and Indemnification Article.
5. Change #13 – Addresses change to organize the citizen groups together and add the FCPD Citizen Advisory Committee.
6. Change #14 – Clarifies Treasurer role and defines the Membership Chairperson role.

## RECORD OF AMENDMENTS

1. List each amendment with next sequential number
2. Identify each article/section to be changed
3. Identify the individual or committee proposing the change to the Board of Directors
4. Identify when the change was presented to the Board of Directors
5. Record the decision by the Board and date the decision was made
6. Identify the date when the proposed change was made to the Association
7. Record the decision by the Association of the change.

<b>Change #</b>	<b>Article/Section to be Changed</b>	<b>Proposed by</b>	<b>Date Proposed</b>	<b>Decision by Board and Date</b>	<b>Date presented to the Association</b>	<b>Date approved by Association</b>
01	Article IV/Section 3	Grant McIntosh	8/18/1999	Approved 9/10/1999	10/4/1999	10/4/1999
02	Article II – Clarification of Boundary	Board of Directors.	8/27/2008	9/8/2008	9/8/2008	10/6/2008
03	Article I and III – clarified organization to be nonprofit and nonpartisan	Board of Directors	10/23/2010	10/23/2010	11/1/2010	11/1/2010
04	Article IV/Section 4 – Officers’ Duties	Board of Directors	10/23/2010	10/23/2010	11/1/2010	11/1/2010
05	Article V - Bd of Directors’ term	Board of Directors	10/23/2010	10/23/2010	11/1/2010	11/1/2010
06	Article VI – Duties of Officers clarifications	Board of Directors	10/23/2010	10/23/2010	11/1/2010	11/1/2010
07	Article VII/Section 1 – Committee restructure	Board of Directors	10/23/2010	10/23/2010	11/1/2010	11/1/2010
08	Article VIII - Committee restructure	Board of Directors	10/23/2010	10/23/2010	11/1/2010	11/1/2010
09	Article IX – Bd of Directors’ term	Board of Directors	10/23/2010	10/23/2010	11/1/2010	11/1/2010
10	Article X – clarification and removal of January meeting	Board of Directors	10/23/2010	10/23/2010	11/1/2010	11/1/2010
11	Article XI - clarification	Board of Directors	10/23/2010	10/23/2010	11/1/2010	11/1/2010
12	Article XV – clarification of Indemnification	Board of Directors	10/23/2010	10/23/2010	11/1/2010	11/1/2010
13.	Article VIII Section 2 and 4 – clarification on supporting citizens’ groups	Board of Directors	Sep 2015	10/3/2016	9/12/2016	10/3/2016
14.	Article VI Sections 2 and 4, Article VII Section 4, and Article VIII Section 2 – Clarification of VP Role, Treasurer Role and creation of Membership	Board of Directors	Sep 2016	10/3/2016	9/12/2016	10/3/2016

	Chairperson, clarification of annual Board of Directors meeting.					
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