Summary of 2016.1 changes to LVAAS Constitution Bylaws.

Comments as regards the proposed Bylaws changes:
The changes listed below have been approved by the Board of Governors at their March 20, 2016 meeting. These changes now get published in the Observer and then the membership will vote on the changes at either the April or May General Meetings.

For reference you can view copies of both the existing Bylaws and the proposed Bylaws on the website via the menu option, Bylaws and Policies, and then select the appropriated document from the list.

The changes detailed in items 2 through 8 are to facilitate the Observer being made available to the general public rather than just to members. This proposal was presented to the membership at a General Meeting and the consensus was to implement the change.

The changes detailed in items 9 and 10 were requested by the Membership Directors to better manage the membership process.

The changes detailed in items 11 through 14 are to facilitate the Observer being made available to the general public rather than just to members.

The changes detailed in items 15 through 17 were previously approved by the Board and the Membership in early 2013 but the changes were never made to the Bylaws document. This action now corrects that oversight.

The changes detailed in items 18 through 22 are to facilitate the Observer being made available to the general public rather than just to members.

1. The footer at the bottom of every page is changed from “Revision: 2012.1 Approved 4/1/2012” to “Revision: 2016.1 Board Approved”, and then after the membership approves the changes, the footer becomes “Revision2016.1 Approved x/xx/2016” for the official document.

2. Page 3, Article II MEMBERSHIP, Section 2 – TYPES OF MEMBERSHIP
   “All Members shall receive the Society bulletin.” changes to “All Members shall have access to the member’s only section of the Society’s website and also receive an email with a link to the Society bulletin each month.”

3. Page 4, Article II MEMBERSHIP, Section 2 – TYPES OF MEMBERSHIP, Part 1
   “Associate members shall receive the Society bulletin.” changes to “Associate members shall have access to the member’s only section of the Society’s website and also receive an email with a link to the Society bulletin each month.”

4. Page 4, Article II MEMBERSHIP, Section 2 – TYPES OF MEMBERSHIP, Part 2
   Delete “Junior members shall receive the Society bulletin.” Note, this sections states that Junior members have the same privileges as Regular Members, ergo they have access to the member’s only section of the Society website and also receive and email with a link to the Society Bulletin each month.

5. Page 4, Article II MEMBERSHIP, Section 2 – TYPES OF MEMBERSHIP, Part 3
   “Regular Members shall receive the Society bulletin.” changes to “Regular Members shall have access to the member’s only section of the Society’s website and also receive an email with a link to the Society bulletin each month.”

6. Page 5, Article II MEMBERSHIP, Section 2 – TYPES OF MEMBERSHIP, Part 4
“Sustaining Members shall receive the Society bulletin.” changes to “Sustaining Members shall have access to the member’s only section of the Society website and also receive an email with a link to the Society bulletin each month.”

7. Page 5, Article II MEMBERSHIP, Section 2 – TYPES OF MEMBERSHIP, Part 6
“Family membership will receive only one copy of the Society bulletin.” changes to “Family membership will include access to the member’s only section of the Society’s website and each family member with an email address will also receive an email with a link to the Society bulletin each month.”

8. Page 5, Article II MEMBERSHIP, Section 2 – TYPES OF MEMBERSHIP, Part 7
“Honorary Members shall receive the Society bulletin.” changes to “Honorary Members shall have access to the member’s only section of the Society’s website and also receive an email with a link to the Society bulletin each month.”

9. Page 6, Article II MEMBERSHIP, Section 5 – DUES AND APPLICATION FEES, Part 1
“The delinquent member shall be dropped from the Society if dues become more than four months in arrears, unless the Board of Governors grants an extension for good reason.” changes to “The delinquent member shall be dropped from the Society if dues become more than three months in arrears, unless the Board of Governors grants an extension for good reason.”

10. Page 6, Article II MEMBERSHIP, Section 5 – DUES AND APPLICATION FEES, Part 2
“Dues for new members joining during the first half of the year (prior to July 1) shall be paid at the full annual rate. Dues for new members joining during the last half of the year (July 1 to November 30) shall be paid at 50% of the full annual rate. New members joining in December will pay the full annual rate and will be credited for the next full year’s membership.” changes to “Dues for new members joining the Society shall be paid at the full annual rate. New members joining in October, November, and December will pay the full annual rate and will be credited for the next full year’s membership.”

11. Page 6, Article II MEMBERSHIP, Section 5 – DUES AND APPLICATION FEES, Part 3
“The amount of annual membership dues and application fee may be changed at a Business Meeting by a two-thirds vote of Full Members present, providing that the proposed change has been approved by the Board and published in advance in the Society’s bulletin.” changes to “The amount of annual membership dues and application fee may be changed at a Business Meeting by a two-thirds vote of Full Members present, providing that the proposed change has been approved by the Board and published in advance in the members only section of the Society’s website.

12. Page 9, Article III – OFFICERS AND ELECTIONS, Sections 2- ELECTION OF OFFICERS, Part 1
“The names of the nominees shall be published in the Society bulletin in advance of the October General Meeting.” changes to “The names of the nominees shall be published in the member’s only section of the Society’s website in advance of the October General Meeting.”

13. Page 9, Article III – OFFICERS AND ELECTIONS, Sections 2- ELECTION OF OFFICERS, Part 3
“Vacancies occurring between elections shall be published the Society bulletin and filled by special election at a Business Meeting.” changes to “Vacancies occurring between elections shall be published in the members only section of the Society’s website and filled by special election at a Business Meeting.”

14. Page 9, Article III – OFFICERS AND ELECTIONS, Sections 2- ELECTION OF OFFICERS, Part 4
“Should a majority of the Board of Governors present (except for the accusers and the accused) recommend impeachment, that recommendation will be published in the Society bulletin and voted on by the membership at a subsequent Business Meeting.” changes to “Should a majority of the Board of Governors present (except for the accusers and the accused) recommend impeachment, that recommendation will be published in the members only section of the Society’s website and voted on by the membership at a subsequent Business Meeting.”

15. Page 10, Article V – STANDING COMMITTEES
Add “Risk Management” to the list of standing committees. Note this change was approved by the Board on 12/30/2012 and the Membership approved same at the February 2013 Membership meeting. The official Bylaws were never updated so this addition corrects that omission.

16. Page 13, Article V – STANDING COMMITTEES
Add the following new Section 15. Note this change was approved by the Board on 12/30/2012 and the Membership approved same at the February 2013 Membership meeting. The official Bylaws were never updated so this addition corrects that omission.

**Section 15 – RISK MANAGEMENT**

The Risk Management Director of the Lehigh Valley Amateur Astronomical Society (LVAAS, the Society) is responsible for coordinating the safety, security and insurance affairs of the Society. This position works closely with the Director, the Assistant Director, and the Board of Governors members who are responsible for the Society’s physical assets. The position reports to the Director.

Specific job duties of the Risk Management Chair are as follows:

- Provide site and operation safety advice to the Board of Governors and the Director. Conduct specific and ongoing reviews of the safety of Society facilities and activities. Make recommendations regarding improving the safety of same to the Director on an ongoing basis.
- In cooperation with civil authorities and insurance company representatives, investigate and document accidents occurring on Society property and make follow-up recommendations to the Director.
- Serve as LVAAS liaison to the Society’s insurance companies and agents. Make recommendations to the Director regarding lines of coverage, limits and deductibles as the situation warrants or as requested by the Director.
- Provide risk avoidance and risk transfer tools, in the form of use agreements, hold harmless agreements, insurance certificates, and the like, to the Society as appropriate.
- In cooperation with the Director, represent the Society to outside entities in issues related to risk management.
- Coordinate the physical security of LVAAS facilities and make recommendations to the maintenance and observatory chairs as appropriate. Serve as LVAAS liaison to the Society’s locksmith. Manage and operate the Key Control and issuance function of LVAAS.

17. Page 13, Article V – STANDING COMMITTEES, Section 15 – TECHNOLOGY
Section 15 gets renumbered to Section 16.

18. Page 14, Article VII – MEETINGS, Section 2 – GENERAL MEETINGS
“General Meetings shall be held each month on a date, time, and location determined by the Board and published in advance in the Society bulletin.” changes to “General Meetings shall be held each month on a date, time, and location determined by the Board and published in advance on the Society’s website.”

19. Page 15, Article VII – MEETINGS, Section 3 – BOARD MEETINGS
“Board Meetings shall be held each month on a date, time, and location determined by the Board and published in advance in the Society bulletin.” changes to “Board Meetings shall be held each month on a date, time, and location determined by the Board and published in advance on the Society’s website.”

20. Page 15, Article VII – MEETINGS, Section 4 – BUSINESS MEETINGS
“Business Meetings shall be held on a date, time, and location determined by the Board and published in advance in the Society bulletin.” changes to “Business Meetings shall be held on a date, time, and location determined by the Board and published in advance on the Society’s website.”

21. Page 16, Article IX – FISCAL POLICIES, Section 1- BUDGETING
“The proposed budget shall be published in advance in the Society bulletin and shall be presented to the membership at a Business Meeting for approval prior to the beginning of the budget fiscal year.” changes to “The proposed budget shall be published in advance in the members only section of the Society’s website and shall be presented to the membership at a Business Meeting for approval prior to the beginning of the budget fiscal year.”

22. Page 21, Article XI – AMENDMENTS, Section 1- PROPOSING AMENDMENTS
“If approved by the Board, the proposed amendment shall be published in the Society bulleting and/or by electronic means for consideration at a Business Meeting which the Board shall schedule to be held within 60 days.” changes to “If approved by the Board, the proposed amendment shall be published in the members only section of the Society’s website for consideration at a Business Meeting which the Board shall schedule to be held within 60 days.”