Founded In 1949

THE PROFESSIONAL LOCKSMITH

The Official Publication of the
Greater Philadelphia Locksmiths Association

WWW.GPLA.ORG

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Please join us for our next meeting at our new venue! (see Page 4)

In-person or via Zoom (see Page 17)

Date: Monday, September 21, 2026
Meeting Time: 7:45 PM (No cost to attend)
Location: **Lehmans' Tavern**
400 Wanamaker Ave.
Essington, PA 19029
Dinner: Arrive at 6:30 PM for dinner
Cost: $5.00 per member / $25.00 per non-member
Program: none

GPLA By-Laws Revisions and Member Review

Beginning on **page 19** of this newsletter, members will find the proposed revisions and amendments to the GPLA By-Laws.

These proposed changes were published in the June, Summer, and September editions of the newsletter to provide all members with ample opportunity for review.

In accordance with the amendment process, a vote on the proposed By-Laws revisions will be held during the September 2026 GPLA Membership Meeting.

Member participation is encouraged, as these changes will help shape the future governance and operation of the Association.

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President's Message

Hello GPLA Members,

Welcome back from the summer break! I hope everyone had a chance to unwind, enjoy the warm weather, and recharge for the months ahead.

As we resume our regular schedule, I'm pleased to share that our next meeting will be held at our new venue:

Lehman's Tavern
400 Wanamaker Ave
Essington, PA 19029

Our September meeting will focus on the proposed updates to the association by-laws. Please take some time to review the changes in advance and note any questions or concerns you'd like to raise during the meeting.

I look forward to seeing everyone again and starting the season on a positive note.

Paul J. Kline
GPLA President

NEW Membership Benefits Added

We're excited to share that the following vendors have generously extended an exclusive offer to all GPLA members. Members will now receive an **additional 5% discount** on top of the vendors' already competitive pricing. To take advantage of this benefit, simply provide your **GPLA member number** when placing your order.

IDN-Hardware Philadelphia

https://www.idn-inc.com/locations/idn-philadelphia

Independent Hardware Inc.

https://independenthardware.com/

FBI – Fried Brothers, Inc.

https://fbisecurity.com/

GPLA is excited to expand one of our most popular member benefits!

Members can now bring their spouse or partner and enjoy a pre-meeting dinner together.

Make it a night out, **dinner for two for just $10 total ($5 each),** while connecting with fellow professionals at the GPLA membership meeting.

We can't promise romance; we can only promise food.



GPLA Meeting - New Venue – Lehmans' Tavern

Lehmans' Tavern and Restaurant
www.lehmansrestaurant.com
Lehmans' has had a tradition of fine foods and gracious hospitality in Delaware County PA for over 70 years.



Located in Essington, Pennsylvania right off I-95 just south of the Philadelphia International Airport. Close to Routes 420, 291, and I-476.

400 Wanamaker Avenue, Essington, PA 19029
Phone: 610-521-1822 or 610-521-1696

Directions:
Take I-95 towards Phila Int. Airport. Exit at 9A – Rt. 420 Essington. On Rt. 420 (Wanamaker Ave.) south, cross over Rt. 291 and continue straight. Lehmans' Tavern is on the left. Parking is available on site.



Nominations Are Now OPEN!

Run for a GPLA Leadership Position

By Michael Nimmo
GPLA Vice-President/Membership Chair/Nominations Chair.

The **GPLA stands at an important crossroads in its 77-year journey.** Our members care deeply about this Association—some envision a thoughtful conclusion to its work, while others see the potential for renewal, revitalization, and a return to the respected standing we have long held in the industry. Both perspectives come from a shared desire to honor our legacy and shape our future.

This is a moment for every voice to matter. **Your insight, your experience, and your commitment will help guide the path ahead**—whether that means charting a bold new course or thoughtfully closing a historic chapter. Together, we can ensure that whatever direction we choose reflects the values and dedication that have defined the GPLA for generations.

Leadership roles, including Row Officer and Board Member positions, are open. If you feel called to help lead the next chapter, please reach out to Nominations Chair Michael Nimmo via email through the GPLA website.

June 2026 – Membership Meeting Minutes

Meeting Overview

Date: June 15th, 2026
Location: Tiffany On The BLVD, Northeast Philadelphia, PA
Time: Start 7:45 PM – End 9:15 PM (1 hour 30 minutes)

Presiding: President Paul Kline
Recording Secretary: John D. DePew

Members in Attendance: 18

- In-person: 13
- Online (Zoom): 5

Guests: 2

- In-person: 1

Program

- Kevin Donaghy – Improving Profitability

Call Meeting to Order & Opening Formalities

- Meeting called to order at 7:45 PM by the President
- The Pledge of Allegiance was led by Barry W., the acting Sergeant-at-Arms.

Guests Welcomed

- Brandon Robinson was introduced as a guest. He briefly described his business, Full Root, which assists businesses with growth and improving lead conversion.

Previous Meeting Minutes

- The May 2026 General Membership Meeting minutes had been published in the June newsletter.
- Barry moved to approve the May 2026 meeting minutes. Sven seconded the motion. The motion carried.

Treasurer's Report

- Sven presented the Treasurer's Report and advised that it had been distributed to the membership. A question previously raised had been answered.
- A motion was made and seconded to accept the Treasurer's Report as submitted. The motion carried.

President's Report – Paul Kline

- President Kline reported that this was the final regular meeting before the summer recess. GPLA will not meet in July or August and will resume meetings in September.
- A possible future meeting location, Lehmans' Tavern in Essignton PA near Philadelphia International Airport, was discussed. The location has a private meeting room and television capability.

Board of Directors Report – Sven Hellwig Sr.

- Sven K. Hellwig Sr. reported that the Board did not meet during the previous month because of medical and scheduling conflicts and expects to reconvene after the summer recess.
- The Board authorized a $1,000 donation to the ALOA Scholarship Fund. Paul Kline, Sven, and Barry were expected to present the donation at the upcoming ALOA Convention.

Membership Report – Mike Nimmo

- Mike Nimmo reported on prospective members whose applications were progressing through the required publication and voting process:
  - John Kieffer of Lockmasters.
  - Terrell McElveen, applying for apprentice membership.
  - Tom Shafer of CLC, seeking advancement from shop member to active member.
- The previously submitted 2026 membership-class ballot was scheduled to be voted on later in the meeting.

Correspondence – Jim H. Sr.

Jim Sr. reported the following correspondence:

- Kenneth Stewart of Goodwill Stores requested information regarding locksmith training and tools for bringing routine lock repair and rekeying work in-house.
- Alessandro Carrion Jr. requested information on entering the locksmith trade.
- Dan Moller of Harvey's Lock Shop expressed interest in joining GPLA.

Education

- The Association discussed the Goodwill training request and the possibility of developing appropriate classes. Members also discussed the importance of vetting students and organizations receiving locksmith training.
- There was general interest in rebuilding GPLA educational offerings, including introductory locksmith training and possible hybrid in-person/online instruction.

Health and Welfare

- Sven reported on his recovery from recent hand surgery.
- The membership was advised that Maurice had suffered a bicycle accident resulting in a neck injury and was scheduled for surgery. Jim Sr. was asked to send a get-well card on behalf of the Association.

Zoom (on-line) Meeting

- Members discussed audio difficulties affecting remote participants. The recently used microphones, room acoustics, and air-conditioning noise were identified as contributing factors. Additional microphone and audio options will be considered before future hybrid meetings.

Newsletter

- The June newsletter had been distributed. The proposed bylaw amendments were included and will be published again in the Summer edition.
- Members were encouraged to submit articles and other material for publication.
- Positive feedback was received regarding the newsletter, and a sponsorship website link that had required correction was reported as fixed.

Website

- The June newsletter and current meeting-location information had been posted to the GPLA website. No other significant website changes were reported.

Communications

- Constant Contact was discontinued because it was no longer being used, resulting in an estimated annual savings of approximately $550.

Legislation Reports

- New Jersey: It was reported that the state board continues to meet, but meeting minutes had not been published since March; therefore, no new outcomes were available to report.
- Pennsylvania: No legislative updates were reported.

Convention and Meeting Programs

- No GPLA convention plans were reported at this time.
- Steve reported that there will be no programs in July or August because of the summer recess.
- The September program had not yet been selected. Members were asked to forward program and speaker suggestions to Steve, with updates to be published in the newsletter and on the website.

By-Laws Committee Report

- Mike reported for the Bylaws Committee. Vernon serves as committee chair, with Mike serving on the committee. The committee had completed review of 28 proposed amendments.
- The amendments were published in the June newsletter and will be published again in the Summer edition. The membership is expected to vote on the amendments at the September meeting.
- The committee explained that proposed bylaw amendments originate with the membership, must follow the publication requirements, and cannot be substantively changed on the floor at the September vote. The anticipated procedure is a Yes/No vote on the complete group of amendments; if necessary, the amendments may be considered individually. The required approval threshold was stated as two-thirds of the members present.

Unfinished Business

- No unfinished business was reported.

Old Business

- A members-only marketplace or buy/sell/trade resource for locksmith equipment was discussed. The concept may be reviewed further by the Board. A possible locksmith flea-market concept was also mentioned.

New Business – Membership Ballot

- The membership ballot for twelve previously submitted and vetted applicants was collected and counted. Ten ballots were reported as cast. The count was validated by two members.
- All twelve applicants were approved unanimously. The Membership Committee will notify the approved applicants regarding dues and next steps.

Good of the Association

- Members were reminded that nominations for future Association leadership positions are needed by the September meeting.

Tips and Tricks

Commercial:

- Discussion included a Sargent 4A / BEST-style control-key application and Yale large-format keyway servicing, including the importance of using correct manufacturer pins.

Residential:

- A technique for servicing a failed multipoint locking system was discussed, including removal of interior trim to access and release the mechanism.

Safe:

- A Techno Sicurezza TechMaster solution using One-Time Combination (OTC) capability was discussed for applications that exceed the static-user limit of other safe-lock systems.

Automotive:

- Members discussed 2022–2023 Jeep Renegade smart-key requirements and a 2025 Ford Explorer diagnosis involving rodent-damaged wiring and Ford diagnostic software.

Raffle and Adjournment

- Cash prize $35.
- Motion to adjourn: Barry W., Seconded by: Sven @ 9:15 PM

Respectfully submitted,
John D. DePew – GPLA Recording Secretary

--- END OF MEETING MINUTES ---

Fellow Locksmith Associations

South Jersey Locksmiths Association:

https://sjla-inc.org/

Next Meeting: **September 22nd, 2026**
Seven Star Diner
1890 Hurffville Road, Deptford, NJ 08080
Dining @ 6PM – Meeting @7PM

New York Masters Locksmiths Association

http://www.nymla.org/
https://www.clearstar.com/

Yankee Security Convention Inc.

https://yankeesecurity.org/

Yankee Security Convention 2026

Dates: October 20-24, 2026
Location: MassMutual Center
Springfield Massachusetts

For more information visit: https://yankeesecurity.org/

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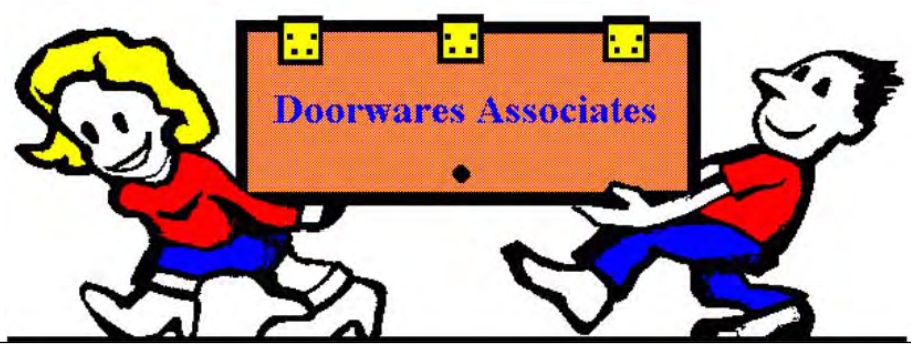


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Jim Handschuh Jr. – 215-390-6093
jhandschuh@gmail.com

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For more information call 989-354-5623

Become a GPLA Website Sponsor

At GPLA, we are committed to providing exceptional value to our members. Thanks to the generous support of our Web Advertisers and Convention Sponsors, we can continue offering meaningful programs, resources, and opportunities to our community.

We would be honored to include your company as a valued GPLA supporter by becoming a Web Advertiser on our professionally managed website, GPLA.org. Your advertisement will be prominently displayed and linked directly to your company's website, giving you increased visibility among our engaged and growing audience.

In addition to appearing on our website, your advertisement will also be featured in our monthly GPLA newsletter, further expanding your reach within the locksmith and security professional community.

The annual cost for this advertising opportunity is $300.00.

If you have any questions or would like to learn more about the benefits of becoming a sponsor, please contact John at: newsletter.gpla@gmail.com

How to Apply

To become a GPLA Web Advertiser, please provide the following information along with a high-quality company logo or advertisement image:

- Company Name:
- Contact Person:
- Phone:
- Email:
- Web URL:

Please send your completed request to:
John D. DePew, Newsletter Editor
newsletter.gpla@gmail.com

Why Join GPLA Meetings on Zoom?

Although we always enjoy seeing members in person, we understand that it isn't always practical.

That's why joining the meeting via Zoom is a great option—it lets you stay involved without the drive, traffic, or scheduling stress.

Joining GPLA meetings via Zoom allows you to participate from your shop, home, or anywhere using a computer, tablet, or smartphone. You're still counted for attendance and can ask questions, join discussions, and vote when required—just as if you were in the room.

Zoom makes meetings more convenient and comfortable. No rushing, no late-night drives, and no missing important updates. It's free, easy to use, and you don't even need a Zoom account—just click the link or scan the QR code to join.

Most importantly, Zoom ensures your voice remains part of the conversation, so you don't miss out when decisions are made or topics affecting your association are discussed.

To make things even easier, we've created the **GPLA Zoom Meeting Access & Participation Guide**, which is emailed to members along with the GPLA Newsletter.

We look forward to seeing you—whether in person or on Zoom—at the next meeting.

If you have any questions or comments about Zoom participation, please email meeting.gpla@gmail.com.

Calling All GPLA Members: Your Voice Belongs in the Newsletter!

The GPLA newsletter is more than a monthly publication—it's a reflection of our community, our craft, and the collective knowledge of locksmiths who take pride in their work. Each issue becomes stronger, more informative, and more enjoyable when members like you share your experience, creativity, and insight.

We're inviting all GPLA members to contribute content for upcoming editions. Whether you've been in the trade for decades or you're just starting out, your perspective adds value.

What You Can Contribute

- Industry News & Updates
- Articles & How-To Pieces
  - A unique job you completed
  - A tool you rely on
  - A technique you've perfected
  - A lesson learned the hard way
  - Even if you only have an idea, send it along. We can help shape it into a full article.
- Locksmithing Tips & Tricks
- Industry Trends & Insights
- Humor, Jokes & Lighthearted Content

Why Your Contribution Matters

- It strengthens the knowledge base of the entire GPLA community
- It highlights the professionalism and expertise of our members
- It preserves the history and culture of our trade
- It helps newer locksmiths learn from seasoned professionals
- It keeps the newsletter vibrant, diverse, and worth reading

Your voice helps shape the identity of GPLA. Even a short submission can make a big impact.

Ready to Contribute?

Simply email your content—or your ideas—to the newsletter editor at newsletter.gpla@gmail.com

If something doesn't fit this month's issue, it will be saved for a future edition.

Let's continue building a newsletter that reflects the skill, humor, and dedication of the GPLA membership. Your contribution is not just welcome—it's appreciated.

Bylaws of THE GREATER PHILADELPHIA LOCKSMITH'S ASSOCIATION

June 4, 2018, with **PROPOSED AMMENDMENTS, v.5 – 6/11/26**

ARTICLE I - NAME

This corporation shall be known as "The Greater Philadelphia Locksmith's Association", hereafter known as the "Association".

ARTICLE II – PURPOSE

1. To inspire public confidence and reliance upon the locksmith craft by educating the public and public officials in security improvement and enhancement.

2. To exchange technical information and data with other members of the Association.

3. To render to its members reasonable assistance in order to improve service to, and the security of, the public.

ARTICLE III - MEMBERSHIP

Current members of the Association will retain their status unchanged as reflected by the bylaws in effect at the time that they joined the Association. Any member, current or future, may apply to qualify for any of the following types of membership, subject to the conditions contained herein.

SECTION A – MEMBERSHIP STATUS

ACTIVE MEMBER: Any individual of good character who is at least twenty one (21) years of age, is currently and has been lawfully engaged in providing locksmith services for a period of not less than two (2) years; and can qualify under the rules and regulations in effect at the time of application. Such members shall have full rights as enumerated in these Bylaws after serving a probationary period not to exceed six (6) months. Such membership shall be renewable yearly provided the individual remains employed in the security industry.

APPRENTICE MEMBER: Any individual of good character who is at least eighteen (18) years of age; who has graduated from an accredited locksmith school or course and/or is employed by a security service company; and can qualify under the rules and regulations in effect at the time of application. Such member shall have no right to advertise, vote or hold office and may stay in this category for a period not longer than three (3) years, provided the individual remains employed in the security

ASSOCIATE MEMBER: Any individual of good character, who is at least twenty one (21) years of age and who is employed as a representative of a company engaged in supplying or manufacturing security hardware. Such membership shall be renewable yearly provided the individual remains employed in the security industry. Such members may advertise as an associate member after a six (6) month probationary period and have full rights as enumerated in these Bylaws after a period of three (3) years from the date joined.

CORPORATE MEMBER: Any corporation or company engaged in supplying or manufacturing products or services for the security industry. Such membership will be renewable yearly, and members may advertise as a Corporate Member. Membership benefits are enumerated in the Standing Rules.

LIFE MEMBER: Any member who has been a member of the Association for a minimum of twenty (20) years and is, at the time of application, a member of the Association is eligible to apply for this status. Such member shall be entitled to receive the Association Newsletter and to attend meetings, but shall have no right to vote, hold office or advertise Association membership. Such member may, upon payment of dues for the balance of the then current year, return to the last held membership status.

INACTIVE MEMBER: Any member in good standing who has been a member for a minimum of ten (10) years, and who for reasons acceptable to the Board of Directors (hereafter, known as the “Board”), shall desire to withdraw from active membership to an inactive status, may be permitted to do so by the Board providing such member is not in arrears in payment of dues or fees. Upon payment of dues for the balance of the then current year, and with permission of the Board, an Inactive Member may be reinstated to the last membership status held. An Inactive Member shall have no rights other than reinstatement. In the event that permission for reinstatement is not given, the Inactive Member shall be required to apply for membership under the provisions of Article III, Section B.

SHOP MEMBER: Any individual of good character; who is at least eighteen (18) years of age; who is employed by a security service company that is owned by an Active Member in good standing; or is employed by an institutional lock shop and is under the immediate supervision of an Active Member in good standing and can qualify under the rules and regulations in effect at the time of application. Such member shall have no right to advertise, vote or hold office, and may stay in this category only for so long as they remain employed by an Active Member in good standing.

*****Proposed Amendment - Add new membership class.**

Introductory Member

Any individual potential member that is currently lawfully engaged in the physical security profession may participate in this membership category for no more than one (1) year at a fee established by the board as per policy. Members of this class shall only be allowed to attend regular meetings and shall not have any voting rights. After one year of membership, the member must apply for the most appropriate membership class or membership shall be terminated.

***<u>Proposed Amendment</u> – Add online voting.**

Voting via electronic means shall be deemed an acceptable method of voting for membership classes that qualify to vote.

SECTION B – MEMBERSHIP QUALIFICATIONS

ACTIVE: In addition to Article III, Section A, Subsection 1, applicant must show proof of satisfactory completion of five (5) trade related or factory certification courses. In lieu of this, applicant, with good cause, may request a waiver from the Board. Good cause may be but is not restricted to: Membership in another recognized Association or Certification by a national testing procedure (such as ALOA or SAVTA PRP). Applicant must have one (1) member reference.

a. With the exception of no more than two (2) classes, training courses must be strictly related to ~~safes and locks~~ and the practice thereof.

***<u>Proposed Amendment</u> – Update wording.**

Replace with "safes and locks" with "physical or electronic security."

APPRENTICE: In addition to Article III, Section A, Subsection 2, applicant must have one (1) member reference.

ASSOCIATE: In addition to Article III, Section A, Subsection 3, applicant must have one (1) member reference.

SHOP: In addition to Article III, Section A, Subsection 7, applicant must be sponsored by the Active Member who is their employer or in the case of an institutional lock shop, the Active Member who is their immediate supervisor.

SECTION C – MEMBERSHIP APPLICATION PROCEDURES

1. The applicant must attend a membership meeting as a sponsored guest, after which applicant may request an application from the Membership Chairman, any Officer or Director or download from the official GPLA website.

2. The completed application and appropriate initiation fee, as specified in the Standing Rules, must be returned to the Membership Committee Chairman or any Officer or Director. Upon acceptance of the applicant, an invoice for prorated dues for the remainder of the year (from date of member acceptance) will be presented to each new member (excluding Shop Member) and must be paid by the following meeting.

3. The Membership Committee will verify whether the qualifications under Article III, Sections A and B are met as well as any additional qualifications listed in the Standing Rules.

4. The Membership Committee Chairman will report to the Board the results of the Membership Committee findings, with only Board present.

5. Applicants, after submitting their application and receiving notification of completion of review by the Board, must attend two (2) of the next four (4) general meetings. After attending the second meeting, the applicant's name will be published in the Newsletter as being voted on for membership at the next general meeting. Applicants will not be permitted to attend that meeting.

> ***<u>Proposed Amendment</u> - Change the number of regular meetings an applicant must attend.**
>
> Applicants, after submitting their application and receiving notification of completion of review by the Board, must attend <u>one (1) of the next six (6) regular meetings</u>. After attending the first meeting, the applicant's name will be published in the <u>Newsletter</u> as being voted on for membership at the next regular meeting. Applicants will not be permitted to attend that meeting.
>
> ***<u>Proposed amendment</u>**
>
> Replace "Newsletter" with "written or electronic communication." Correct issue throughout the rest of the document.

6. The Membership Committee Chairman will report the findings of the application review to the membership.

7. Applicants will be voted on by the general membership by secret paper ballot. An affirmative vote of ~~two-thirds (2/3)~~ of the members present is required to approve an applicant for membership. To insure the secrecy of voting members, the President will appoint an Officer or Board Member and two (2) members in good standing to act as ballot counters.

> ***<u>Proposed Amendment</u>**

Change affirmative vote from 2/3 majority to a “simple” majority.

8. Accepted members will serve up to a six (6) month probationary period, during which the Board determines whether the new member will be an asset to the Association. At any time during the probationary period, the Board may terminate the probationary period and grant full membership privileges or terminate such membership. During said probation period, no decals or other form of advertising of Association membership is allowed.

ARTICLE IV - MEETINGS

SECTION A – REGULAR MEETINGS

Regular Meetings of Association Members shall be held the third Monday of each month. Meeting dates may be cancelled at the discretion of the President or the Board.

***Proposed Amendment – Clarify guest attendance. (New sub-section A.1.)

Non-members cannot attend more than four (4) regular meetings without applying for membership.

SECTION B – SPECIAL MEETINGS

Special Meetings of the Association may be called at the direction of the President or upon written request presented to the President by ten (10) members in good standing having the right to vote. Ten (10) days’ written notice of any special meeting shall be sent by the Corresponding Secretary to the members. Only the business set forth in the notice may be transacted at such Special Meeting.

SECTION C – QUORUM

~~Sixteen (16) members having the right to vote shall constitute a quorum for transaction of business at any membership meeting. Any legal motion supported by a majority of the members present and voting thereon shall be deemed carried.~~

~~1. If the Quorum is not met at any membership meeting, at the following meeting, and only at the immediately following meeting, eleven (11) members having the right to vote shall constitute a quorum. Notice of this meeting shall be published~~

~~in the Newsletter prior to said meeting. Any legal motion supported by a majority of the members present and voting thereon shall be deemed carried.~~

*****Proposed Amendment**

Twenty percent (20%) of the **Voting membership** shall constitute a quorum for transaction of business at any membership meeting as established by the Board on January 31 of the calendar year. Any legal motion supported by a majority of the members present and voting thereon shall be deemed carried.

SECTION D – BOARD OF DIRECTORS MEETINGS

The Board shall meet at least once every three (3) months from September to June inclusive at a time and place designated by the Chairman of the Board (hereafter, known as the "Chairman"). At least five (5) days' notice of the time and place of the meeting shall be given. ~~Six (6)~~ Board Members shall constitute a quorum for the transaction of business. Except as may be otherwise provided by the Bylaws, any motion supported by at least a majority of the Board Members present and voting thereon shall be deemed carried.

*****Proposed Amendment**

Change board member quorum from 6 to a "majority of the Board".

*****Proposed Amendment – Add the following section.**

Section E – Attendance via electronic communication equipment. (New section)

Attendance via electronic communications shall constitute attendance at any legal meeting of the association.

ARTICLE V - OFFICERS

SECTION A – ROW OFFICERS

Row Officers of the Association shall consist of President, Vice President, ~~Corresponding Secretary, Recording~~ Secretary and Sergeant at Arms. Upon leaving office, each Officer shall deliver to his successor all books, papers and other articles pertaining to such office.

SECTION B - ROW OFFICER RESPONSIBILITIES

PRESIDENT: The President shall be the Chief Executive Officer of the Association. The President shall preside over all meetings of the membership and see that all orders of the Board are carried into effect. The President, or his designee, shall execute all bonds, mortgages, contracts and other instruments when authorized by the Board. The President shall appoint all heads of committees and fill vacancies and approve the committee members appointed by the head of the committee. The President shall be an ex-officio member of all committees without right of vote and shall not vote at any meeting of the membership except in the event of a tie vote of the members on any question. The President shall appoint, not later than the first day of January each year, an Audit Committee to audit the books and records of the Association. The Audit Committee shall submit a written report to the Board not later than the March Board meeting. In the event that the March meeting is canceled, the report will be presented at the following Board meeting.

VICE PRESIDENT: The Vice President shall, in the absence of the President, exercise the powers and perform the duties of the President, and shall perform such other duties as shall from time to time be specified by the Board or the President.

~~CORRESPONDING SECRETARY: The Corresponding Secretary shall attend to all correspondence of the Association and shall be responsible for all other papers, documents and records (written or electronic) of the Association, except as otherwise provided by these bylaws. The Corresponding Secretary shall have charge of the corporate seal and shall affix said seal to such instruments that require same. The Corresponding Secretary shall send notices of special membership meetings to the members.~~

~~RECORDING SECRETARY: The Recording Secretary shall maintain and record the minutes of all meetings of the membership and Board. The Recording Secretary shall maintain an index of all resolutions passed at such meetings. The Recording Secretary shall send a copy of the minutes to the Board Members.~~

***__**Proposed Amendment – Combine the duties of the two secretary position into one position.**__

SECRETARY: Record the minutes of all meetings of the Association and shall present all minutes for review. The Secretary shall read and answer communications on behalf of the Association and send notice of meetings as directed by the President of the Board. The Secretary shall be responsible for the safekeeping of records including the corporate seal. If approved, change title, as well as the number of Row Officers, throughout the document.

SERGEANT AT ARMS: The Sergeant at Arms shall be responsible for maintaining order at all meetings and shall make the necessary arrangements for proper seating of members and guests. The Sergeant at Arms shall see that the flag of the United States is uncovered prior to the start of each meeting and that it is properly covered after the close of the meeting. The Sergeant at Arms shall carry out other instructions which the President may issue pertaining to the proper conduct at meetings.

***__Proposed amendments__. (New sub-section B.2.)**

Row Officers may have additional responsibilities assigned to them as per policy not enumerated elsewhere in this document.

SECTION C – VACANCIES

In the event any office shall become vacant, the Board shall within one month of learning of such vacancy, choose a successor to hold office for the balance of the term in which the vacancy occurred.

SECTION D – TERMS OF OFFICE

~~No Officer shall be eligible to serve in the same office for consecutive terms. Row Office terms are two (2) years in duration.~~

***__Proposed Amendment__ – Allows for consecutive terms of office.**

Officers may serve two (2) consecutive, 2-year terms of office.

SECTION E – CHAIN OF COMMAND

In the event of the temporary absence of the President and Vice President, the duties of the President shall be exercised by one of the following Officers in order of precedence: Corresponding Secretary, Recording Secretary, and Sergeant at Arms.

ARTICLE VI – BOARD OF DIRECTORS

SECTION A

The Board shall consist of the ~~five (5) elected Officers, six (6) elected Directors~~, the Board appointed position of Treasurer, and up to two (2) appointed Alternates. Board

Members shall choose a Chairman of the Board from the ~~six (6) elected~~ Directors at their meeting following installation. The Chairman shall preside over all meetings of the Board and shall send notice of said meetings to all Board Members, committee chairmen and other interested persons. The Chairman, with concurrence of the Board, may appoint up to two (2) Alternatives shall attend Board meetings and may participate in Board discussions but will have no voting privileges.

***__Proposed amendment__

Change the number of officers from 5 to 4 pending the acceptance of combining the secretary positions.

***__Proposed amendment__ - **Create a range of director positions instead of a static 6 position.**

The Board of Directors shall consist of the five (5) elected Officers, **no less than four (4) and no more than eight (8) elected Directors as outlined in policy**, the Board appointed Treasurer, and up to two (2) appointed Alternates.

***__Proposed amendment__ – Update word "Alternatives".**

Replace the name "Alternatives" with "Alternates" in this policy and throughout the rest of the document.

***__Proposed amendment__ – Director responsibilities. (New sub-section A.1.)**

Directors may have responsibilities assigned to them as per policy.

SECTION B

The Board shall manage the business of this Association.

~~1. The Board shall have supervision of the operating fund, the building fund and other property of the Association. The Board shall have full power to authorize the performance of acts to carry out the objectives and purposes of the Association.~~

~~2. The monies contained in the building fund are to be under the safekeeping of the Board and deposited in an account in the Association's name separate from all other funds of the Association. Funds may be transferred from the operating fund to the building fund of the V by a majority vote of eligible members present at any regular membership meeting. Monies may be dispersed from the building fund for any suitable purpose by the following procedure:~~

~~(a) Notice of the proposed disbursement, setting forth the purpose thereof, shall be sent to each voting member at least ten (10) days before any meeting.~~

~~(b) A written authorization stating the purpose of the disbursement must be signed by two-thirds (2/3) or more of the voting membership in attendance at the meeting designated in (a) above.~~

~~(c) A Quorum must be present at the designated meeting and written proxies from absent members will be included in the tabulation. Disbursements from the building fund shall be signed by any two (2) of the following: President, Vice President, Treasurer or Chairman.~~

***<u>Proposed Amendments</u>**

1. The Board shall have supervision of the operating fund, the building fund and other financial and physical property of the Association. The Board shall have fiscal responsibility to authorize the performance of acts to meet the objectives and purposes of the Association.

2. Disbursements from the building fund shall be signed by any two (2) of the following: President, Vice-President, Treasurer, or Chairman

SECTION C

In the event of any Officer or Director's inability or absence for a period of three (3) months, the Board may declare a vacancy. This minimum period shall not apply in cases of death, resignation, removal or ineligibility to hold office.

SECTION D

The Board shall have the power to discipline any Officer, Director or Member against whom charges have been presented before the Board. No Officer, Director or Member shall be removed from office or subjected to discipline until a fair and impartial hearing is granted and a majority vote to discipline or remove is obtained. Disciplinary measures will be at the discretion of the Board and may include removal from office and/or expulsion and deprivation of membership in the Association.

***<u>Proposed Amendment</u> - New sub-section D.1.**

Any member holding a Row Officer or Director position who is removed from their position through Board disciplinary action, or by resignation from their position, will be permanently ineligible to serve on the Board as a row officer or director, or serve as a member of any committee, in perpetuity.

*****Proposed Amendments – New sub-section D.2**

If any member is expelled from the association for any reason via Board disciplinary action, said member shall be ineligible to reapply for membership in perpetuity.

SECTION E – TERMS OF OFFICE

Directors shall be eligible to serve consecutive terms. Director terms are two (2) years in duration.

SECTION F - TREASURER

The Board shall appoint a Treasurer. This appointment, for a two (2) year term, is to be made at the Board meeting in September in an election year. At the discretion of the Board, the Treasurer may serve consecutive terms. The Treasurer shall have full rights and privileges as any other Board Member and the following additional responsibilities:

1. The Treasurer shall have charge of all funds of the Association and shall keep accurate accounts of the receipts and disbursements.

2. The Treasurer shall deposit all monies of the Association in such banks and depositories as may be prescribed by the Board.

3. Disbursement of Association funds, as ordered by the Board, shall be by checks signed by the Treasurer and counter signed by the President, Vice President or Chairman.

4. Disbursements of a repetitive nature along with those not exceeding the amount approved by the Board will be listed in the Standing Rules and shall not require pre-authorization by the Board and checks for same may be signed and issued by the Treasurer.

5. The Treasurer shall render an account of the transactions and of financial condition of the Association to the Board and membership at each respective meeting.

6. The Treasurer will keep an account for each member of the Association and shall record all dues and fees paid to the Association.

7. The Treasurer shall notify, by phone or mail, all members who are in arrears of dues and/or other fees. This notification will be made on or about thirty (30) days and again on or about 60 days, after delinquency occurs and if still in arrears. After dues and/or fees are 60 days in arrears, a late fee of ten dollars ($10.00) shall be assessed to the member. If members' dues and/or fees are not paid

within 90 days, the Treasurer shall drop the member from the roles and report such action to the Board unless excused by the Board.

SECTION G – VACANCIES

In the event of a vacancy on the Board, the Board shall, within one month of learning of such vacancy, choose a successor to hold office for the balance of the term in which the vacancy occurred.

*****Proposed amendment – Add Treasurer to this regulation.**

In the event of a vacancy of a Row Officer position or the Treasurer, the Board shall, within one month such vacancy, choose a successor to hold office for the balance of the term in which the vacancy occurred.

*****Proposed amendment (New sub-section G.1.)**

Filling the balance of vacant positions term shall not be considered if the replacement board member should run for the same position during the next election.

ARTICLE VII - ELECTIONS

SECTION A

The President shall appoint a Nominating Committee, consisting of at least three (3) members, no later than August in each election year. The nominating committee shall select one or more nominees for each of ~~five (5) Row Offices and a minimum of six (6)~~ nominees for the Board. The committee will make its report to the President during the Regular Membership Meetings in September and October. Additional nominations may be made from the floor at either meeting. The approved nominees shall be posted in the October and November Newsletters.

SECTION B

Any Member in good standing who has been a Member for at least one (1) year shall be eligible for nomination. Nomination for President and Vice President shall further require the nominee to have previously held a Row Office for at least one (1) term or have served as a Board Member for one (1) term. This qualification for President and Vice President will also be deemed met if the member is currently serving their first term as an elected Officer or Board Member and their term expires when the newly elected President and Vice President are installed under Section E of this Article.

SECTION C

Elections, by secret ballot, shall be conducted at the regular meeting in November. Nominations from the floor shall not be accepted at this meeting. Each eligible member present shall cast one vote for each Officer position to be filled. In electing Officers, the nominee receiving the largest number of votes cast for the office for which the nominee is running shall be deemed elected. Nominees for elective office, who were not elected to said office, shall be deemed additional nominees for the position of Director. The six (6) nominees for the Board receiving the largest number of votes shall be deemed elected to the Board. Each eligible member present shall be entitled to vote for six (6) directors.

SECTION D

The President shall appoint three (3) tellers who shall distribute, collect and count the ballots and immediately announce the results of the election to the membership. The tellers shall submit a written summarization to the Recording Secretary for inclusion into the meeting minutes. All ballots shall be turned over to the Corresponding Secretary.

***Proposed amendment – (New sub-section D.1.)

Ballots shall be destroyed once the election results have been properly documented.

SECTION E

The Officers and Directors shall be installed at the ~~beginning of the January meeting~~. The terms of the Officers and Directors shall be two (2) years.

***Proposed amendment.

Replace with "during the January meeting and will take office at the end of the meeting".

SECTION F

In the event that any of the meeting dates specified in the preceding sections are cancelled, the required action will take place at the following meeting.

ARTICLE VIII - DUES AND FEES

The Board shall determine dues and fees of the Association. Membership dues, as listed in the Standing Rules, are payable on or before January 1 of each year.

ARTICLE IX – PARLIAMENTARY AUTHORITY

The rules contained in the *Robert's Rules of Order, Newly Revised, ~~10th Edition~~,* shall govern the Association in cases where they are not inconsistent with these bylaws and any special rules of order the Association may adopt.

> ***__Proposed amendment – Replace wording citing a specific edition of Robert's Rules.__
>
> … as found in the most current edition as published by the Robert's Rules Association…

ARTICLE X - AMENDMENT OF THE BYLAWS

Any member in good standing may propose a Bylaw change by submitting a written copy of the proposed change to the Bylaws Committee. The Bylaws Committee will review the proposed change and issue a written amendment to be ~~published in two consecutive~~ ~~Newsletters~~. If any proposed amendment is too large to be published in the Newsletter, a copy of the proposed amendment will be distributed to each member and notice of distribution will be published in the ~~Newsletter in two consecutive issues~~. The proposed amendment will be voted on at the first regular membership meeting that follows the distribution of ~~the second Newsletter~~ containing the written amendment or notice. Any amendment receiving two-thirds (2/3) of the votes of the members present shall be adopted.

> ***__Proposed amendment – Add a new section.__
>
> Section 1 - Proposed changes to the Bylaws shall be communicated to the membership at least two (2) times no less than 60 days prior to any ratification vote.

ARTICLE XI - AMENDMENT OF THE STANDING RULES

Any member in good standing may propose an amendment to the Standing Rules by making a motion to do so at any legal meeting of the Board or Membership. Any amendment receiving a majority of the legal votes of the members present shall be adopted. If the amendment is presented and approved at a Board meeting, notification must be given to the Membership at the next Membership meeting following approval.

> ***__Proposed amendment.__

Remove the Standing Rules from the Bylaws and make it a document controlled by the Board. The standing Rules should be the “playbook” for Board operations. This document would become the “policy” referenced throughout this document.

***<u>Proposed Additional ARTICLE</u>

ARTICLE XII – Dissolution of the Association and Disbursement of Funds

Upon the dissolution of the Association, assets shall be distributed according to Internal Revenue Code rules to another qualified 501(c)(3) non-profit organization.