

Bylaws Review Committee Agenda

2023 Kickoff Meeting

July 10, 2023 – 10:30 A.M. at the ECIA Community Center Conference Room

1. Call to Order
2. Approval of Agenda
3. Introduction of Members, Staff and Board liaison:
 - a) Committee members: share your background and why you are interested in Bylaws
 - b) Board liaison report
 - c) Staff introduction, questions
4. Election of Committee Officers
5. Committee Operation:
 - a) Establish meeting schedule and annual calendar
 - b) Agree on document review and editing standards – review spread sheets in OneDrive
 - c) Email and communication protocols, e-blasts, Vistas articles, website update
 - d) Review Charter
6. Discussion: What are Bylaws? How are they amended?
7. Bylaws Review Action List:
 - a) Soliciting comments from association members – message, time period for comments, town halls, gathering feedback
 - b) Complete due dates in reverse chronological order
8. Open Forum
9. Announcements: next meeting date, homework
10. Adjournment

Future agenda items:

- Committee and board suggestions for review or revision of existing Bylaws; new sections
- Outreach to ECIA Board, Committee Chairs
- Promotion opportunities
- Difference between Board policies, rules and Bylaws