

BRB Bylaws Working Committee Notes

The Bylaws working committee consisting of Marcel Goulet (chair), Jay Hamlin, and Alison Sing met via a Zoom Session on **Wednesday, March 28, 2023**, from roughly 1:00 – 2:45 pm reviewing the current suggested changes and markup provided by contributing fellow BRB members.

The working group worked through the marked-up Bylaws that was accumulated with suggested changes and corrections to current set of Bylaws posted on our WSABRB cloud drive as **WSABRB Bylaws 2023 Proposed 061723.docx**.

The working committee agreed as follows:

- Minor changes dealing with fixing typo's, standardization of names and titles, reference labeling, etc. (tracking was on).
- The working group began a thorough review working line by line and considered each recommended change or comments that were submitted by fellow BRB members.
- The amended Bylaws document was saved as two copies, one PDF copy incorporating the final Bylaws language and a second, MS Word document with tracking changes that shows the proposed changes, revised, and then finalized. This marked up copy is one requested by our President Mary Repar for review at the Executive Board Meeting that was held Wednesday, July 12, 2023, between 1:30 – 3:00 pm.
- Two considerations were given in terms of the proposed changes. First, we removed any language that was not deemed appropriate for our Bylaws but was better suited for our Rules of Policy document, sometimes referred to as the Association's Operations Manual. The working committee recognized that the final Bylaws should only reflect the legal guidelines governing the Washington State Association's Boundary Review Board and the general responsibilities of the Board Officers and Standing Committee's in general.
- Following the adoption of the proposed revisions to the WSABRB's Bylaws at our Annual Training Conference, the Association will need to devote some time and energy to updating our Rules of Policy.

Here are some of the salient points adopted by the working committee in this revised Bylaw's draft:

1. Referencing to the Past President is now referred to as "Immediate Past President" in our updated bylaws. In the absence of the current President the Immediate Past-President shall assume all the duties and responsibilities for the President as the Vice-President of the Association until the President returns to assume their duties.
2. Original references to the President-elect assuming the title of President should a temporary vacancy occur have been removed. The working committee recognizes the President-elect spends his or her first year in a training role. Tapping into the Immediate Past-President to temporarily filled in for the sitting President provides continual leadership for the Executive Board and the Association's Standing Committee.
3. Referencing to the Executive Secretary title, a role previously held by the King County position. The Association's new title for our Administration support team includes Administrative Assistant. Other assistants to the Association include the use of a Legal Counsel, Legislative Liaison, and Treasurer. Some of these positions may be contracted by the Association as needed. It should be noted that these four positions serve in an advisory role as non-voting members to the Executive Board.
4. The working group accepted the procedure to encourage each Standing Committee to nominate their own Committee Chair and the name of a Vice-chair who would attend the Executive Board meeting in the event that the Committee Chair is not available (i.e., vacation, illness, work commitments, etc.) The Vice-Chair would attend the scheduled Executive Board meeting and would be given the right to vote during that session. It is noted that the Vice-Chair's role in these situations would generally reflect the guidance of the Committee Chair and the Standing Committee's stance on any current issue that comes before the Executive Board.
5. The working group accepted the recommendation that under Article VIII Annual Assessments would annually be based on the population of each member county and that the Association's Treasurer would make recommendations regarding any proposed increases necessary to meet the Association's upcoming budget. Specific details of the proposed Annual Assessment would be incorporated into our Rules of Policy.

6. The working group recognized that the current voting scheme that relies on only those BRB members attending the Annual Conference does not reflect the majority of fellow BRB members in good standing. We also recognize that some counties cannot afford to send any or all their members to our Annual Conference. Due to the Covid-19 Pandemic, the use of Zoom Sessions or virtual meetings has expanded our ability to reach more BRB members. The existing language in the current bylaws focuses on only in-person attendance; therefore, the working committee recognizes the need and the opportunity to expand our reach to all our BRB members. The challenges going forward will be working with our fellow BRB Clerks and their staff to make this access workable.
7. Therefore, the working group recognizes that in order to encourage more BRB members to become involved in our Association's work we have now included voting to include digital means. The technology is currently available to handle both online voting; therefore, our ability to achieve a true majority of our BRB member's vote is now achievable.
8. In evaluating the current scenario that in the past separated the BRB professional staff from the BRB members; the working committee recognizes the need to conduct more joint sessions at our Annual Conference to better understand the overall needs and challenges facing our various Boundary Review Boards. We as an Association cannot address these needs and issues in a vacuum. Our BRB board members must understand the challenges facing our professional staff and vice versa. By working together collectively we can meet these challenges and produce workable solutions. This is best evidenced by the recent work of the Association's Education Committee and the changes to our State Association's website.