

Greenfield COA By-Laws Committee Meeting

June 8, 2023

Present: Randi Handleman (Chair), Janice Colbert, Pat Jordan, Margot Peck

Staff: None

Absent: Hope Macary

The meeting was called to order by Randi at 11:00 AM

The minutes from the meetings from February 9, 2023, March 23, 2023, and May 18, 2023 were accepted.

Discussion – since Hope was absent, should we continue or postpone the meeting. It was decided to revise articles five and six. The revisions would be reviewed at the next meeting.

Article 5 should now read:

Article 5 Voting Rights of Members

Members must be present to vote. A quorum is defined as a simple majority. A quorum must be present to conduct business (vote) on any matter. The exception is for Bylaws changes, which require at least a two-thirds majority of the Council for approval.

Article 6 should read

Article 6. Officers, Elections, and Terms of Office

Officers of the COA: Chair, Vice-Chair, Secretary, and Treasure. Officers may also include such number of Assistant Secretaries and Assistant Treasurers as the COA deem advisable. Officers of the COA are elected annually by a simple majority vote, July 1 through June 30. **(Members of the Greenfield Senior Foundation board of directors are not eligible to serve as an officer of the COA)** note: will ask Hope about this board. Unfamiliar to most on the committee.

A. Chair – The Chair presides at the COA meetings, appoints all committees, and is an ex officio member of all committees. The Chair works closely with the COA Director.

B. Vice-Chair - during the temporary absence or disability of a chair, the Vice-Chair serves as Chair and when so acting have all the powers of the Chair. If the office of the Chair should become vacant, the Vice-Chair will assume office for the rest of the fiscal year. In the case of vacancy, should the Vice-Chair need to assume the office of the c

Chair before January 1, the COA Nominating Committee may choose to call for an election.

C. Secretary – The Secretary reads COA correspondence. The Secretary, or designated recording clerk shall record proceedings of the COA meetings.

D. Treasurer – The Treasurer counts petty cash monthly and reports to the COA

E. Relationship of the COA Director – debated whether this entire section should be deleted.

At this point the committee decided to adjourn due to need for input from Hope.

Meeting adjourned at 11:45 AM

Respectfully submitted,

Magot Peck