

Proposed Changes to M.A.C.E. by-laws

Additions are Red

Deletions are on the side in the Green box

Article III

Section 4. Vouchers

All approved claims owed for payment by M.A.C.E. shall be submitted to the Treasurer in the form of a written and signed statement. All checks must be signed by the President or Vice President and Treasurer. The establishing of a M.A.C.E. bank account shall be the responsibility of the Board of Directors (Executive Committee) and the account shall be placed within the State of Missouri. Reconciliation of the bank account will be performed by the Finance and Budget committee. There will be an annual audit of the records.

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ARTICLE IV

Section 3. Terms of Office

a. The normal term of office shall be two (2) years coincidental with the M.A.C.E. fiscal year. The Professional Development Director, Treasurer and Sergeant-at-Arms shall be elected in even-numbered years. The Vice President, Membership Director and Secretary shall be elected in odd-numbered years.

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Professional Development Director

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Deleted: 2<sup>nd</sup> Vice President  
Membership Director

Deleted: b. No officer shall be elected to the same office for more than two (2) consecutive full terms with the exception of the 2<sup>nd</sup> Vice President who can serve up to four (4) consecutive terms.¶

Section 4. Duties of Officers

Vice President - The Vice President shall be president elect and shall accede to the Presidency and will preside over all meetings in the absence of the President. The duties of the Vice President shall be to chair the Conference and Audit Committees.

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Professional Development Director – ~~The Professional Development Director~~, shall preside in the absence of the Vice President and in the absence of the President of all M.A.C.E. functions. The primary duty of the Professional Development Director shall be to chair the Education Committee and to keep the President informed of the current progress and future plans of the committee.

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Professional Development Director

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Membership Director - Membership Director shall preside in the absence of the Professional Development Director, Vice President or President to preside over any M.A.C.E. function. The primary responsibility is to serve as the Membership Drive Chair. This position shall be a continuous effort and drive throughout the year in order to accomplish a larger capacity of active and associate members and shall keep an up to date roster of all members, as qualified in Article II.

Deleted: ~~3<sup>rd</sup> Vice President~~ –

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Membership Director

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Professional Development Director

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Secretary - The Secretary shall keep and maintain an accurate record of the proceedings of all official meetings and the names of all appointed committees and their functions.

Treasurer - The Treasurer shall be the custodian of all financial matters of this Association. He/she will be responsible to see that the dues of all members are paid in full prior to the opening of the annual business session, and shall report same to President. Records of all collections and expenditures from M.A.C.E. shall be reviewed and signed by the Treasurer. The Treasurer's book and records shall be audited each year by the Board of Directors (Executive Committee) prior to the annual meeting. A report of all revenues and expenditures shall be made available to all members of the Association. At the annual meeting of M.A.C.E. the Treasurer shall present a financial statement for all members to view if desired. The Treasurer shall keep an up to date roster of all members along with the Membership Director. The Treasurer shall investigate all tax laws and shall keep the M.A.C.E. Board advised of any laws that directly affect the Association so that the Association may be in compliance with all such laws and procedures and investigate this Association in its rightful and correct position, as so stated in Article I, Section 1.

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Finance/Budget Committee

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and shall keep an up to date roster of  
all members

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Section 5. Board of Directors (Executive Committee)

- a. There shall be a Board of Directors (Executive Committee) comprised of the President, Vice President, ~~Professional Development Director, Membership Director,~~ Secretary, Treasurer and Sergeant-at-Arms with the immediate past president as an ex-officio member with voting rights.
- b. Except as otherwise provided by the M.A.C.E. By-Laws (constitution), the Board of Directors (Executive Committee) may transact Association business in the interim between annual meetings; shall determine when committee reports are to be issued; shall effectuate motions voted by the Association; and may adopt rules for the regulation of its proceedings.
- c. Official findings and recommendations of the Board of Directors (Executive Committee) shall be determined by a majority vote. All members of the Board of Directors (Executive Committee) shall have one vote.
- d. The Board of Directors (Executive Committee) may be empowered to authorize the existence of Chapter Organizations.
- e. The Board of Directors (Executive Committee) shall hold at least one meeting annually, between January 1<sup>st</sup> and March 31, which shall be open to attendance by any member in good standing of MACE. ~~The Board of Directors (Executive Committee) shall designate a portion of the meeting to hear comments and concerns of the members in attendance. The Sergeant-at-Arms is hereby authorized and empowered to enact rules for an open meeting to keep order and to permit the Board of Directors (Executive Committee) to conduct the meeting in an expeditious manner.~~

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Article V

Section 3 Voting

~~d. For elections of officers, adoption of by laws, articles of incorporation, amendments, and proclamations, any eligible jurisdiction that is unable to attend the Annual Meeting may obtain a ballot from the Sergeant At Arms. Jurisdictions unable to attend the Annual Meeting must register their delegate with the Sergeant At Arms by noon two weeks prior to the election. Absentee ballots must be signed (electronically) by the jurisdictions delegate and e-mailed to the Sergeant At Arms no later than noon one week prior to the election. Absentee ballots must be requested in writing or by e-mail from the Sergeant At Arms. If the Sergeant At Arms is running for a position on the M.A.C.E. board, then the ballot should be e-mailed to the M.A.C.E. President.~~

Deleted: c. A quorum for a valid vote shall be a majority of those eligible delegates casting ballots, who attend the annual meeting. Proxy ballots will not be counted. Proxy ballots are expressly prohibited.

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