Current
Article III -- Officers and Board of Directors
A. The Officers of this Association shall be Chairman, Vice Chairman, Secretary and Treasurer.

## Article V -- Duties of Officers and Directors

C. The Secretary shall be responsible for:

1. Giving proper notice of all meetings of the Association membership and Board.
This responsibility may be delegated by the Secretary to the President \& CEO (or other staff of the Association under the supervision of the President \& CEO). Any notice may be communicated in person, by telephone, email, or other forms of wire or wireless communication, by facsimile transmission or by mail or private carrier. It is the responsibility of Association Members and Directors to advise the Secretary of change in contact information; the Secretary has no obligation to make efforts to obtain this information.
D. The Treasurer shall be responsible for:

## Article VII - Committees

B Nominating Committee
3. The Nominating Committee shall recommend one candidate for the Secretary position and confirm the succession of the current Officers to the Treasurer, Vice Chair, Chair and Immediate Past Chair position of the Association. It will also recommend one candidate for each open position of the Board of Directors. The Nominating Committee shall consider prior service on the Board of Directors for nominees to the Executive Committee.

Article III -- Officers and Board of Directors
A. The Officers of this Association shall be Chairman, Vice Chairman, Secretary and Treasurer Secretary-Treasurer .

## Article V -- Duties of Officers and Directors

C. The Secretary Secretary-Treasurer shall be responsible for:

1. Giving proper notice of all meetings of the Association membership and Board.
This responsibility may be delegated by the Secretary Secretary-Treasurer to the President \& CEO (or other staff of the Association under the supervision of the President \& CEO). Any notice may be communicated in person, by telephone, email, or other forms of wire or wireless communication, by facsimile transmission or by mail or private carrier. It is the responsibility of Association Members and Directors to advise the Secretary Secretary-Treasurer of change in contact information; the Secretary SecretaryTreasurer has no obligation to make efforts to obtain this information.
D. The Treasurer Secretary-Treasurer shall be responsible for:

## Article VII - Committees

B Nominating Committee
3. The Nominating Committee shall recommend one candidate for the Secretary Secretary-Treasurer position and confirm the succession of the current Officers to the Treasurer, Vice Chair, Chair and Immediate Past Chair position of the Association. It will also recommend one candidate for each open position of the Board of Directors. The Nominating Committee shall consider prior service on the Board of Directors for nominees to the Executive Committee.

## Article IX -- Membership

B. Membership in the Association shall be vested in Member organizations of the Association in good standing. Each Member organization shall designate, in writing, to the Association's Secretary and staff membership department the name of the principal executive of the Member organization or other individual within the Member organization who will serve as its voting representative. Member organizations are responsible to inform the Association of all changes of the principal executive.

## Article XIII -- Meeting of Members

B. Electronic notice shall be given to all Members of the place, date and time of the Annual Meeting not less than ten (10) nor more than sixty (60) days before the date of the
meeting. For purposes of determining eligibility for notice. Members whose
Membership is valid at the close of business on the business day preceding the day on which notice is given are entitled to notice of the meeting. It is the responsibility of the Association Members to advise the Secretary of changes in Member contact information; the Secretary has no obligation to make efforts to obtain updated or to reissue failed notice if such failed notices were properly attempted using the most recent contact information of the Member provide to the Association.
C. Notice of an Annual or Regular Meeting must include a description of any matter or matters that shall be decided by the Members at such meeting. When giving notice of an annual, regular, or special meeting of members, the Association shall give notice of a matter a Member intends to raise at the meeting if requested in writing to do so by a
person or persons entitled to call a special meeting pursuant to Subsection G 2 herein, and such request is received by the Secretary or Chairman of the Association at least ten (10) days before the Association gives notice of the meeting.

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Association in good standing. Each Member organization shall designate, in writing, to the Association's Secretary Secretary-Treasurer and staff membership department the name of the principal executive of the Member organization or other individual within the Member organization who will serve as its voting representative. Member organizations are responsible to inform the Association of all changes of the principal executive.

## Article XIII -- Meeting of Members

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C. Notice of an Annual or Regular Meeting must include a description of any matter or matters that shall be decided by the Members at such meeting. When giving notice of an annual, regular, or special meeting of members, the Association shall give notice of a matter a Member intends to raise at the meeting if requested in writing to do so by a person or persons entitled to call a special meeting pursuant to Subsection G 2 herein, and such request is received by the Secretary Secretary-Treasurer or Chairman of the Association at least ten (10) days before the Association gives notice of the meeting.

| G. Other Meetings of the Members |
| :--- |
| 2. Special Meetings. Special meetings of the |
| Membership may be called at any time |
| by the Board of Directors: or within thirty (30) days |
| after the Members holding at least 10\% of all votes |
| entitled to be cast on any proposal to be |
| considered at the proposed special meeting, sign, |
| date and deliver to the Association's Secretary one |
| or more written demands for the meeting |
| describing the purpose or purposes for which it is |
| to be held. Only those matters that are within the |
| purpose or the purposes described in the meeting |
| notice may be acted upon at a special meeting of |
| Members. Notice of such special meetings must |
| contain a description of the matter for which the |
| meeting is called and must be sent not less than |
| ten (10) days nor more than sixty (60) days prior to |
| such meeting. |

G. Other Meetings of the Members
2. Special Meetings. Special meetings of the Membership may be called at any time by the Board of Directors: or within thirty (30) days after the Members holding at least $10 \%$ of all votes entitled to be cast on any proposal to be considered at the proposed special meeting, sign, date and deliver to the Association's Secretary one or more written demands for the meeting describing the purpose or purposes for which it is to be held. Only those matters that are within the purpose or the purposes described in the meeting notice may be acted upon at a special meeting of Members. Notice of such special meetings must contain a description of the matter for which the meeting is called and must be sent not less than such meeting.
G. Other Meetings of the Members
2. Special Meetings. Special meetings of the Membership may be called at any time by the Board of Directors: or within thirty (30) days after the Members holding at least $10 \%$ of all votes entitled to be cast on any proposal to be considered at the proposed special meeting, sign, date and deliver to the Association's Secretary Secretary-Treasurer one or more written demands for the meeting describing the purpose or purposes for which it is to be held. Only those matters that are within the purpose or the purposes described in the meeting notice may be acted upon at a special meeting of Members. Notice of such special meetings must contain a description of the matter for which the meeting is called and must be sent not less than ten (10) days nor more than sixty (60) days prior to such meeting.

## Rationale for Change:

This change was initiated due to the vacancy of the Treasurer position when John David was hired as the new
President \& CEO of Sports ETA. There had long been a discussion within the Board to combine the two positions due to the functions of the roles. The Secretary and Treasurer currently perform perfunctory roles within the executive committee that do not necessitate two individuals. Given that the organization has a contracted accountant for financial management the Treasurer acts more in an oversight role and not a daily operations role. The Secretary is mainly tasked with maintaining Board meeting minutes, and communications from the Board to membership. Most of the communication functions are delegated to Sports ETA Staff as allowed by the current bylaws. In addition, over the years the Board has received feedback that individuals have been reluctant to apply for an Officer of the Board position due to the 5 -year commitment , beyond any prior Board service they may have already served. This change will reduce that commitment by 1 year, making it more attractive for members to apply. Having a combined Secretary /Treasurer role is not uncommon among Boards, especially within organizations that have either staff or contracted financial management.

