

HPS By-Law Changes

Date: 12/14/2021

All changes that were made to the HPS By-Laws were done through a collaborative effort of Board Members that volunteered to review and provide updates to the standing By-Laws. The following is a summarization of the changes that were made:

Operational Changes (Functional Changes To Processes):

1. Article IV. Section 1.
 - a. 2nd paragraph, the wording and process were changed to simply notify members of their membership status instead of sending certificates.
 - b. Last paragraph, the wording was changed to inform the membership about amendments not less than 30 days before the Annual Meeting.
2. Article V. Section 1. & Article VI. Section 3.
 - a. The timeframe for notice given was changed to “no less than seven days”.
 - b. Changed quorum percent to 20%.
3. Article VIII. Section 2.
 - a. Added clause about vacancy event and fulfillment.
4. Article VIII. Section 3.
 - a. A clause was added for both the Treasurer and Secretary to now abide by the same term limits as the President and Vice-President.
5. Article X. Section 2.
 - a. The submission process was changed to now read: Such ballot will be submitted to the Board of Directors no less than 30 days prior to the annual meeting and, upon approval of the Board of Directors, will be submitted to the entire membership along with notice of the annual meeting no less than seven days before the annual meeting.
6. Article XI. Section 1.
 - a. The wording (and process by which we follow) was changed so that all checks, drafts, etc. will now be signed by the President or Vice-President.
 - b. The idea behind this is to add another layer of security against potential fraud or misuse, now or in the future, by any one of the Executive Board Members.
7. Article XII.
 - a. The timeframe for notice given was changed to “no less than 30 days”.

Non-Operational Changes (Wording & Grammatical Changes):

1. Article III. Section 2.
 - The wording was slightly changed to be more legible.
 - The repetition of the wording “and by that process” was removed and the sentence structure was adjusted to be more readable.
2. Article III. Section 7.
 - The wording of the paragraphs was updated to reflect the most recent and accurate wording passed down from the Federal Government.
 - The third paragraph was added.
3. Article IV. Section 2.
 - Membership levels changed to reflect current categories.
4. Article V. Section 2.
 - Moved first sentence to Article V. Section 1. and cleaned up wording.
5. Article VI. Section 1.
 - A change of the wording now states that the Board of Directors shall consist of “no more” than 13 persons instead of stating, shall consist of 13 persons.
6. Article VI. Section 2.
 - Changed wording to “attempt” to arrange a $\frac{1}{3}$ rotation of Directors.
7. Article VI. Section 4.
 - Deleted 2nd sentence.
8. Article VI. Section 5.
 - Removed 2nd paragraph and changed wording to reflect, more clearly, a start of first term service after vacancy service.
9. Article VI. Section 7.
 - Rewrote paragraph to show possible expulsion from the board, not mandatory expulsion.
10. Article VI. Section 8.
 - Rewrote consent section to remove “in writing” and added a note about documentation.
11. Article VI. Section 9.
 - The last sentence in the first paragraph had the word “not” removed.
12. Article VIII. Section 3.
 - An additional section was created (Section 4) and all following sections were adjusted accordingly for the purpose of individually listing and describing the positions of Treasurer and Secretary.
13. Article VIII. Section 4.
 - 4th paragraph, changed “disburse” to “record” and removed any wording reflecting disbursal of checks or monies.
14. Article IX. Section 2.
 - The number of committee members is now “no less than” 3 persons.

- The wording was changed to be appointed by the President after the Annual Meeting.
15. Article XI. Section 2.
- The wording “as well as Secretary” was removed.
16. Article XII.
- This paragraph was moved to Article IV. Section 1.
 - Article XIII. has now become Article XII.
17. Multiple Changes:
- All situations where the term “in writing” was used (mainly for notice of meetings) have been removed or changed to “submitted” to allow for additional types of communication instead of purely written communication.
 - All situations in which an individual was referred to by their specific gender have been removed and rewritten with plural pronouns.
 - Variety of grammatical and contextual updates throughout the By-Laws.
 - i. Including formatting changes to structure the By-Laws to be more legible.
 - All wording switching between organization and corporation has been changed to state “organization”.
 - ii. Article I. Section I.
 - Added an additional sentence to refer to HPS as the “Organization” throughout the remainder of the By-Laws.