

## IAAO BC CHAPTER BYLAW AMENDMENT

Presented to the 2023 Annual General Meeting

Article Number: 3.1-3.6

Section:

### THE IAAO BC CHAPTER WILL:

#### Amend this article FROM:

**3.1 - President.** The president shall preside at Chapter and Executive Committee meetings and is responsible for notifying candidates and governing body of election results. The President shall be the chief executive officer of the Chapter. Between sessions, the President shall have the authority to represent the Chapter and to act in its name, subject to the direction of the Executive Committee or as otherwise provided in the Bylaws. The President shall be an ex-officio member of all committees and shall perform all other duties usual to such office.

**3.2 - Immediate Past President.** The immediate past president shall exercise all duties of the President, in the absence of the President and Vice President. The immediate past president shall remain a member of the Executive Committee in an advisory capacity for a period of two years following their term.

**3.3 - Vice President.** This officer shall preside at chapter and Executive Committee meetings in the absence of the president. The Vice President is the President Elect.

**3.4 - Secretary.** The Secretary shall prepare and keep a roll of all members, officers, and committee members, and shall submit said roll to the Executive Director of IAAO by September 1 of each year; shall notify all members of the annual and regular meetings and shall handle all correspondence to chapter members. The Secretary shall keep accurate minutes of all meetings and send a copy of said minutes to the Executive Director of IAAO after approval by the Executive Committee.

**3.5 -** The Treasurer shall receive and account for all monies collected on behalf of the chapter, keep all books and financial records as instructed by the Executive Committee, regularly report to the Executive Committee the financial status of the chapter, and prepare an annual financial report of the previous year's receipts, disbursements, and balances to be submitted with the Treasurer's annual report to IAAO.

**3.6 - Director (3).** The directors shall attend chapter and Executive Committee meetings. The Director shall assist other offices in the administration of this chapter. It is the intention of these bylaws that the Director position be comprised of:

**3.6 (a)** - one (1) Director U40 – this director shall further the efforts of the Chapter to advance the objectives of the International Association of Assessing Officers U40 Leadership Lab. This post will maintain an objective to represent the under 40 years of age demographic of the Chapter and hold/assist committee positions focused to that goal. The elected Director must be in good standing with the International Association of Assessing Officers; be under 40 for the duration of their post and be a member of the IAAO U40 Leadership Lab.

**3.6 (b)** - two (2) Directors with additional duties as determined by the Executive Committee

**Amend this article TO:**

**3.1 - President.** The president shall preside at Chapter and Executive Committee meetings and is responsible for notifying candidates and governing body of election results. The President shall be the Chief Executive Officer of the Chapter. Between sessions, the President shall have the authority to represent the Chapter and to act in its name, subject to the direction of the Executive Committee or as otherwise provided in the Bylaws. The President shall be an ex-officio member of all committees and shall perform all other duties usual to such office. **The President will advise and mentor the Executive Committee members in annual planning, strategic direction, and general Chapter business, specifically the Vice President for the purposes of succession planning.**

**3.2 - Immediate Past President.** The immediate past president shall exercise all duties of the President, in the absence of the President and Vice President. The immediate past president shall remain a member of the Executive Committee in an advisory capacity for a period of two years following their term. **The Immediate Past President will advise and mentor the Executive Committee members in annual planning, strategic direction, and general Chapter business, specifically the President and Vice President for transitional purposes.**

**3.3 - Vice President.** This officer shall preside at chapter and Executive Committee meetings and exercise all duties of the President in the absence of the president. The Vice President is the President Elect. **The Vice President will advise and mentor the Executive Committee members in annual planning, strategic direction and general Chapter business, preparing to take on role of President.**

**3.4 - Secretary.** The Secretary shall prepare and keep a roll of all members, officers, and committee members, and shall submit said roll to the Executive Director of IAAO by September 1 of each year; shall notify all members of the ~~annual and regular meetings~~ **annual, regular and special meetings** and shall handle all correspondence to chapter members and manage the Chapter email and inbox. The Secretary shall keep accurate minutes of all meetings and send a copy of said minutes to the Executive Director of IAAO after approval by the Executive Committee. **The Secretary will be responsible for the maintenance and updates on social media accounts.**

**3.5 - Treasurer -** The Treasurer shall receive and account for all monies collected on behalf of the chapter, keep all books and financial records as instructed by the Executive Committee, regularly report to the Executive Committee the financial status of the chapter, and prepare an annual financial report of the previous year's receipts, disbursements, and balances to be submitted with the Treasurer's annual report to IAAO. **The Treasurer will coordinate payments, payment agreements and receipts with members and partners. The Treasurer will also maintain scholarship funding allocation and expenses.**

**3.6 - Director (3).** The directors shall attend chapter and Executive Committee meetings. The Director shall assist other offices in the administration of this chapter. It is the intention of these bylaws that the Director position be comprised of:

**3.6 (a)** - one (1) **IAAO Launch Pad Director** ~~Director U40 - this director shall~~

~~further the efforts of the Chapter to advance the objectives of the International Association of Assessing Officers U40 Leadership Lab. This post will maintain an objective to represent the under 40 years of age demographic of the Chapter and hold/assist committee positions focused to that goal. The elected Director must be in good standing with the International Association of Assessing Officers; be under 40 for the duration of their post and be a member of the IAAO U40 Leadership Lab.~~ This director shall further the efforts of the Chapter to advance the objectives of the International Association of Assessing Officers Launch Pad for career advancement, networking, and onboarding ([https://www.iaao.org/wcm/Membership/IAAO\\_Launchpad/wcm/Membership\\_Content/IAAO\\_Launch\\_Pad.aspx?hkey=51fb42df-90c0-4025-b950-ff4130a78c42](https://www.iaao.org/wcm/Membership/IAAO_Launchpad/wcm/Membership_Content/IAAO_Launch_Pad.aspx?hkey=51fb42df-90c0-4025-b950-ff4130a78c42)). This post will maintain an objective to represent the aims of the IAAO Launch Pad to Recruit, Promote, and Mentor a visionary path to the future where it can be self-sustaining and server as the launching point for each new group without the constraints of age, and to hold/assist committee positions focused to that goal. The elected Director must be in good standing with the International Association of Assessing Officers.

**3.6 (b)** - two (2) Directors with additional duties as determined by the Executive Committee. These directors will be responsible for elections administration and coordinating with the Secretary in communicating to members. These Directors will also further the efforts of the Chapter to advance the objectives of the International Association of Assessing Officers in education offerings, designations, and professional development. The Directors will also provide assistance with other duties when other Executive Committee members are unable to fulfill a timely obligation, including but not limited to other committee work such as the Membership Committee and Communication/PR Committee work.

**BECAUSE:**

It is important to provide clarity and a fulsome list of the expected roles and responsibilities of each Executive Member over the course of their respective term. This list is not exclusive, but is instead intended to expand upon those responsibilities indicated in the chapter bylaws.

Submitted by: Beau Rossel

Date: November 8, 2023

Secretary/Treasurer: Mariana Janusic

Notes:

Carried: \_\_\_\_\_ Defeated: \_\_\_\_\_

