

MINUTES
ABSF Documentation Committee Meeting
October 8, 2018
3:00 APM

Committee Members Present:

Digitally Present: Charlie Dee, John Kotar, Paul Eckerline,

Approval of Agenda: Consent

Language proposed for Bylaws (Red = changes)

New Article III, Section 6. (b) **[If approved, the current paragraph (b) would become (c).**

Meetings.

- (a) Regular Meeting. A regular meeting of the Board of Directors shall be held at the registered office of the Corporation or at any other place within or without the State of Wisconsin, as the Board of Directors from time to time, by resolution, may provide but no less than four times a year, including the annual meeting.
- (b) Schedule of Meetings. At the first meeting following the election of a new Board President, the President of the Board shall recommend a schedule of meetings for the next 12 months. Once discussed and approved or amended, this schedule shall be posted on the ABSF website.**

Kotar moved, Eckerline second. **Approved.**

New Article II, Section 3 (e) **(If approved, the current paragraph (e) will become paragraph (f).)**

(d) The current list of all ABSF members with addresses shall be provided to any member in good standing who has agreed in writing not to use the list for any commercial purpose, not to use the list to solicit money or property for any purpose other than election to the ABSF Board of Directors, not to sell the list or to share the list with any other person, organization or business. **Furthermore, any member receiving the list will agree in writing that any mass email using any or all of the ABSF list will place all addresses on the "Blind Copy" line so as not to share the list inadvertently.**

(e) If the member requesting the membership list is a candidate for the Board of Directors election, this will trigger two responses: the requesting member will be informed by the Secretary or his/her designee on the staff that all other candidates will be offered the list; all other candidates will be informed via email that another candidate has requested the list and that same list is available to all candidates.

Eckerline moved, Kotar second. **Approved.**

Language proposed for Procedure Manual (Red = changes)

ABSF BOARD ELECTION VOTE TOTAL REPORT, STORAGE **AND**
MONITORING

A. Reporting Election Results

Winners of ABSF Board of Directors election held at the Annual Meeting will be announced within 48 hours on the ABSF Website.

B. Vote Total Storage and Availability

1. Vote totals for all candidates for the ABSF Board of Directors will be stored in the ABSF office in both electronic and paper form.
2. These vote totals will be made available in a timely manner to any ABSF member who requests them.

C. Monitoring Votes

1. The Secretary of the Board or his/her designee on the staff will monitor the electronic system of recording votes to ensure that it is functioning properly.
2. That same person will communicate to the Secretary, Executive Director and any member who inquires the total number of votes that have been cast at any time.
3. There shall be no noting, recording or communication of the number of votes for individual candidates during the course of the election.

Kotar moved, Eckerline second. **Approved.**