



March 27, 2019

Brookdale HSA Members,

At the Brookdale HSA Membership meeting to be held on April 10, 2019, a motion will be made by Jaynellen Behre Jenkins, Brookdale HSA Bylaw Revision Committee Chair, to adopt the revised Brookdale HSA bylaw document as delivered by the Brookdale HSA Bylaw Revision Committee and as endorsed by the Brookdale HSA Executive Board.

Rationale:

In May of 2018, the Brookdale HSA Board of Trustees formed a Bylaw Revision Committee tasked with reviewing and revising its bylaws due to what was seen as the existing document's lack of clarity, best practices and relevance to current HSA operations. After extensive discussions, research and interviews with stakeholders and similar organizations, the Committee created a revised Bylaw document for Brookdale HSA membership to vote on adopting. The Bylaw Revision Committee and the Brookdale HSA Board were in agreement that a new bylaws document must serve the purpose of advancing the organization, better serve its members, address volunteer leadership opportunities and instill greater transparency and engagement.

Please note, individual HSA members present at the April 10 meeting may propose amendments to the proposed bylaws and, once presented, each amendment will be discussed individually and voted upon. After much collaboration, the Brookdale HSA Executive Board has informed the Bylaw Revision Committee that its recommendation is to adopt the bylaws as proposed.

Highlights of Proposed Bylaws Include the Following:

- Modifications to the Titled Officer Roles to President, Vice-President, Secretary, Collecting Treasurer, Dispersing Treasurer, Class Parent Liaison, Membership Engagement Chair
- Adjustments to Qualifications to Run for Office
- Addressing Membership Voting Rights to two per Family
- Increase in Quantity of Board Members to Increase Engagement & to Grow Leaders
- Creation of an Election Committee in place of a Nominating Committee
- Adjustments to Standard Procedures for Agendas, Minutes, Meeting Notification, Budget Presentations, Approval, and Distribution, and Committees
- Move to Standing Rules items which would provide the HSA Board and Membership greater flexibility for adjustment.

Please note that the officer election schedule was not previously addressed within the Brookdale HSA Bylaws and it will be recommended that all election procedures be addressed in a Standing Rule. The Brookdale Bylaw Revision Committee has provided a proposed election schedule for officers as an attachment to the Brookdale HSA Board for its suggested application at the May election. It is necessary to address the schedule for transition of elections in consideration of adding new board roles. The Bylaw Revision Committee expects that that HSA Board will present its final recommendation for the election schedule for officers as an attachment to the meeting agenda within three days of its April Meeting.

The Brookdale Bylaw Revision Committee hereby moves the attached Bylaw Revision Packet for adoption. We respectfully submit this written motion with the endorsement of the current HSA Executive Board two weeks in advance of the meeting where the motion and vote are to take place, so that it may be disseminated to the HSA membership with sufficient time for thoughtful consideration.

With regards,

Brookdale HSA Bylaw Revision Committee

Jaynellen Behre Jenkins

Noel Gatts

Lee Helland

Bill Jones

Yolande Lawrence

John Nance

Mollie Smith

Sallie Sochko

Janet Treadaway

Megan Wilt