

Engineering Retirees Society

Governing Documents

(Constitution, Bylaws & Policy Manual)

Revision G
Dated 11/2/2010

Submitted by Ken Frazier
Governing Documents Chair

Approved by David R Watt 12/2/2010
ERS President

Revision G Summary

Constitution revisions

1. Revised Table of Contents to agree with revisions to Constitution.
2. Replaced articles 1.0, 1.1, & 1.2 with new Articles 1.0 through 1.4.
3. Added the word “quarterly” to 3.2.1.
4. Added 3.2.3 updated bylaw reference to bylaw 5.3.
5. Renamed 3.3.1 to Governing Body from Membership Rights.
6. Added 3.3.3 to define Spousal rights.
7. Redefined Past-Presidents from members of Steering Board to ex-officio members of the Steering Board as long as they are active members in article 4.0.
8. Revised wording of 5.1 to clarify that both electronic and USPS mailed copies are available and maybe sent.

Bylaws revisions

1. Revised Table of Contents to agree with revisions to Bylaws.
2. Revised 2.2.1.g redefined content of Article.
3. Deleted 2.2.3.c notifies members of meetings.
4. Added 2.2.3.f maintains up to date copy of Governing Documents.
5. Revised 3.0 to eliminate redundant list of Standing Committees.
6. Revised 3.1 through 3.16 to put in alpha order.
7. Revised 3.3.d to define in what condition the governing Documents shall be maintained and when the next revision should be published.
8. Added 3.5.c to define when investment meetings are to be held.
9. Redefined 3.6.e provides copy of mailing list when requested.
10. Added 3.17 Webmaster duties.
11. Added definition of membership meetings to 5.3.2.
12. Redefined where to send Communications to ERS in 8.3.

Policy Manual revisions

1. Revised Table of Contents to agree with revisions to Policy Manual.
2. Revised the amount of expenditure \$1000 to \$2000 and the approval requirements in 1.5 & 1.6.
3. Revised minimum balance from \$10,000 to \$12,000 in 1.7.
4. Replaced permanent badge & requirements with clear badge with paper insert and one meeting requirement.
5. Added definition of age of records in 2.5 & updated definition of records needed in 2.5.1 through 2.5.5.
6. Redefined disbursement of Governing Documents and Membership Directory in 3.1 & 3.2.
7. Defined who maintains the original Roster in 4.1.1.
8. Defined that the Mailing list is for internal use only in 4.1.3.
9. Added 4.1.4 E-mail address directory.
10. Redefined 4.2.14 & 4.2.16 procedure for printing Governing Documents.
11. Revised 4.3 use of membership list and deleted supplemental information 4.3.1, 4.3.2 & 4.3.3.
12. Deleted 4.5 Temporary Memberships.
13. Added 4.6 Appointed Positions.
14. Added attachment 2 Capital Equipment Holder Verification.