

**South River City Citizens Corporation Bylaws**

**Ad hoc Bylaws Committee APPROVED REVISIONS - 4 July 2017**

<b>Current wording</b>	<b>APPROVED wording</b>	<b>Rationale</b>
<b>SOUTH RIVER CITY CITIZENS CORPORATION BY-LAWS</b>	<b>South River City Citizens Corporation Bylaws</b>	<i>Changed spelling of 'Bylaws' per Robert's Rules of Order Newly Revised (RONR)</i>
<b>Article I-Name</b>	<i>no change</i>	
The name of the organization shall be the South River City Citizens, a Non-Profit Corporation.	<i>no change</i>	
<b>Article II-Statement of Purpose</b>	<i>no change</i>	
South River City Citizens shall be a non-profit, non-partisan, neighborhood association open to all residents living within the boundaries of the neighborhood who may through such association consider and deal by all lawful means, including lobbying activities, with common and shared concerns, goals, and activities that affect the quality of life of its members.	South River City Citizens shall be a non-profit, non-partisan neighborhood association open to all residents living within the boundaries of the neighborhood.	<i>Shortened sentences. Rearranged in logical order . The language describing purpose is moved to paragraph below</i>
The organization shall maintain a status as a 501 (c) (4) organization as defined by the Internal Revenue Code.	The organization shall maintain a status as a 501(c) (4) organization as defined by the Internal Revenue Code, which allows lobbying activities.	<i>no content change; rearranged text to clarify that 501(c)(4) organizations can lobby. This activity can be a purpose of SRCC</i>
South River City Citizens shall be concerned with community development, the ecology, the safety and other related matters that indirectly and directly affect the quality and character of the neighborhood and the City of Austin.	The association shall address shared concerns, goals, and activities that affect the quality of life of its residents and the character of SRCC neighborhood and neighborhoods generally.	<i>Deleted specific examples of 'quality of life' or neighborhood issues. Listing particular issues in Bylaws could be construed as restrictions. General terms allow for residents to identify concerns.</i>
South River City Citizens shall sponsor educational and informational programs, which may include social activities, that will further the organization's membership goals.	<i>deleted</i>	<i>The membership can decide whether to do these activities on a case by case basis. Not necessary to be mandated in Bylaws.</i>
<b>Article III - Neighborhood Boundaries</b>	<i>no change</i>	
North Boundary: The Colorado River South Boundary: Ben White Boulevard West Boundary: South Congress Avenue	North Boundary: The Colorado River; South Boundary: Ben White Boulevard; West Boundary: South Congress Avenue	<i>no change except punctuation</i>

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East Boundary: Parker Lane (from where it would intersect with the Colorado River) to Oltorf, West to IH 35, South to Ben White Boulevard	East Boundary: Parker Lane (including Shore District Drive and Town Creek Drive from where it would intersect with the Colorado River) to Oltorf, West to IH 35, South to Ben White Boulevard.	<i>East Boundary - Added new streets extending Parker Lane</i>
<b>Article IV – Membership, Voting and Dues</b>	<b>Article IV – Membership and Dues</b>	<i>Moved text concerning voting to the new Article V - Meetings and Voting</i>
Membership is open to all residents of the neighborhood over the age of 18 who pay annual dues.	<i>no change</i>	
Only dues paid members may vote.	<i>Text concerning voting moved to new Article V - Meetings and Voting</i>	
Non-resident property and business owners shall be invited to participate on a non-voting basis.	<i>no change</i>	
Honorary voting membership may be attained through nomination by a SRCC officer and by a majority vote of a quorum of the general membership. Honorary voting membership shall lapse after one year unless reinstated.	<i>deleted</i>	<i>"Honary voting membership' has not been the practice of SRCC and is not necessary. If goal had been to allow an officer to complete their term if they move outside SRCC boundaries, the Revised Bylaws and RONR address this situation in section on filling vacancies.</i>
A member whose dues have lapsed for not more than 2 years may vote by bringing the member's dues current prior to a vote. There will be a 28-day waiting period after member's dues are paid before a new member can vote.	There will be a 28-day waiting period after new member's dues are paid before a new member can vote. A member whose dues have lapsed for not more than 2 years may vote without a waiting period by bringing the member's dues current prior to a vote.	<i>Reversed the sequence of sentences for clarity and slightly changed text.</i>
There will be no proxy voting.	Only dues-paid members present in person may vote.	<i>Replaced the text "no proxy voting" with "members present in person" to be consistent with text in 'Article V - Meetings of the Members'.</i>
Annual dues will be set by the Executive Committee.	Annual dues for Individual and Family Memberships will be set by the Executive Committee. A Family Membership is intended for family members residing at the same address. The name of each family member should be provided when paying dues.	<i>Added text to specify types of membership. Clarified the definition of a Family Membership.</i>
<b>Article V – Meetings of the Members</b>	<b>Article V – Meetings and Voting</b>	

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<b>Current wording</b>	<b>APPROVED wording</b>	<b>Rationale</b>
	<b>General Membership Meetings</b>	
Members shall meet monthly, on a schedule to be established by the Executive Committee.	The General Membership shall meet monthly, a minimum of nine times per year, on a schedule to be established by the Executive Committee.	<i>Added a requirement to meet a minimum of 9 times per year (we usually skip Jan, July) to ensure against possibility that EC might reduce the number of meetings. Regular, frequent meetings are essential to be an active, inclusive neighborhood association.</i>
There shall be an annual meeting on the first Monday of March of the members for the purpose of electing officers and members of the Executive Committee.	Annual election of Officers and members of the Executive Committee shall occur at the March General Membership Meeting.	<i>Removed the restrictions to hold the annual meeting on a specific day and specific week. Moved text concerning elections to <b>Article VI - Organization</b></i>
No specific type of notice of member's meetings shall be required. The Executive Committee shall by resolution, however, adopt methods of providing reasonable notice.	The Officers shall attempt to set the agenda at least 72 hours before General Membership meetings. The President can change the agenda with less notice if circumstances require. The Executive Committee shall designate reasonable methods of notifying the membership about meetings.	<i>Added text describing process for setting agendas in advance of meetings. Replaced text "no specific type of notice" with "reasonable methods of notifying the membership about meeting." This allows use of most efficient and cost effective technology available to us; Replaced 'reasonable notice' with 'at least 72 hours before.'</i>

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<b>Current wording</b>	<b>APPROVED wording</b>	<b>Rationale</b>
<p>Unless otherwise provided in the By-laws or articles of incorporation, or by law, members present in person and holding one-tenth of the votes entitled to be cast shall constitute a quorum, and the vote of the majority of votes cast shall be the act of the members meeting.</p>	<p>A General Membership meeting requires a quorum of members to be present in person for a binding vote. A quorum is either (a) twenty members, or (b) one-tenth of members, whichever is less.</p>	<p><i>RATIONALE: The bylaws have always stated that for General Membership meetings the quorum is one-tenth of members. Attendance at meetings is usually at least twenty members, but with the popularity of dues discount options (multi-year payments; family memberships) our membership count continues to increase, making it challenging to reach the one-tenth attendance count sometimes. By adding the alternative requirement to have at least twenty members present, it is less likely there would be meetings where we could not take action due to lack of a quorum.</i></p>
	<p>If attendance at a General Membership meeting does not meet the requirements for a quorum, the agenda items may be presented and discussed, announcements may be made, but binding votes cannot be held.</p>	<p><i>Clarified restrictions that apply if meeting attendance does not make a quorum.</i></p>
	<p>Only dues-paid members present in person may vote.</p>	<p><i>no change, just reworded for clarity</i></p>
	<p>Each Individual member and each member of a Family Membership is entitled to a vote.</p>	<p><i>Clarified that each member is entitled to one vote regardless of whether they have an Individual membership or they are listed on the roster as included in their Family membership.</i></p>
<p>All meetings of the members shall be held at Grace United Methodist Church, 205 East Monroe Street, Austin, Texas, 78704. The Executive Committee may from time to time designate another meeting location or time, upon reasonable notice to the members.</p>	<p>The Executive Committee shall designate the location of General Membership meetings with the goal being to set a consistent location within SRCC boundaries and to regularly communicate the location to members.</p>	<p><i>Removed the requirement that meetings be held at a specific church and a specific address. Clarified the intent that meetings be held at a consistent location making it easy for members and residents to attend.</i></p>

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<b>Article VI – Organization</b>	<i>no change</i>	
The General Membership of the SRCC shall elect at the annual meeting an Executive Committee composed of the following elected officers:	Annual election of Officers and members of the Executive Committee shall occur at the March General Membership Meeting. Only SRCC dues-paid members are eligible to serve as Officers and participate on committees.	<i>Clarify qualifications to serve.</i>
President (or Co-Presidents), Vice President, Treasurer, Secretary, and 10 Area Coordinators (or Co-Coordinators)	The Officer positions are: President, Vice President (or Co-Vice Presidents), Treasurer, Secretary, and Membership Secretary.	<i>Specified there can be Co-VPs because the responsibilities are many and can be divided. Specified that roles of President and Treasurer not be shared. Bylaws state that Secretary can delegate taking minutes as necessary, so no need to establish position of Co-Secretary. Modified the role of Membership chair to be an elected Officer. Rationale: This position has key responsibilities for determining eligibility to vote, counting quorums, directly handling dues funds and should be accountable to the General Membership.</i>
	Members of the Executive Committee include the Officers, Area Coordinators and Co-Coordinators, Standing Committee Chairs and Co-Chairs, and the Representative to Austin Neighborhood Council.	<i>Expanded EC to include Co-ACs; Standing Committee Chairs &amp; Co-Chairs; ANC rep</i>
	The term of office shall be one year or until the successor to office is elected. The term of the incoming Officers begins 2 weeks after the election. If a vacancy occurs in the office of President, the Vice President shall serve for the remainder of the unexpired term. Vacancies occurring in the other offices or Executive Committee positions shall be filled by a person elected by the Executive Committee to complete the unexpired term.	<i>Clarified transition to incoming Officers and how vacancies are handled.</i>

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<i>Article VII – Duties of the Elected Officers of the Executive Committee</i>	<i>no change</i>	
	<b>General Duties of Officers:</b> In carrying out their specific roles, Officers share responsibility for online maintenance of official SRCC documents by using SRCC collaboration tools.	<i>Since 2014 SRCC Officers have been sharing official documents and using Google collaboration tools on a secure shared server. The efficiencies of this teamwork has proven to be critical to a sustainable volunteer organization and Bylaws should state that using these tools is not optional.</i>
<b>President:</b> The President is the chief executive officer of the organization. The President has general direction over the affairs of the organization, subject to the control of the Executive Committee.	<i>no change</i>	
The President presides at the meetings of the Executive Committee.	The President presides at the meetings of the Executive Committee and the General Membership.	<i>revised text to match the actual practices</i>
The President executes all contracts and other legally binding instruments but only with the prior approval of the Executive Committee.	<i>no change</i>	
The President is authorized to speak on behalf of the organization consistently with the objectives and prior resolutions of the Executive Committee and of the general membership.	<i>no change</i>	
	The President is ex-officio member of all standing and ad hoc committees.	<i>relocated text from article on committees and moved to Duties of President</i>
Together with the Secretary, the President is responsible for giving advance notice of all meetings of the Executive Committee and of the general membership. The President is ex-officio member of all standing and ad hoc committees	Together with the President, the Vice President shall be responsible for providing required notices of meetings of the Executive Committee and of the general membership.	<i>Shifted notification duties to VP. This has been the practice for the past few years to free up the President's time.</i>

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At each meeting of the Executive Committee, the President shall report to the Executive Committee all business that the President has conducted since the last meeting of the Executive Committee, particularly any statements the President has made on behalf of the organization,	<i>no change</i>	
and shall present to the Executive Committee all matters of interest that have come to his attention and all communications received or conveyed by him.	<i>deleted</i>	<i>The President receives/sends a high volume of emails and to require that all of them be presented to EC is unrealistic. The requirement to report all business conducted is sufficient.</i>
The President is responsible for the final review and approval of the organization's newsletter and other communications.	<i>no change</i>	
<b>Vice President:</b> The Vice President shall assume the duties of the President in the absence of the President and shall assist the President at the President's direction. Together with the President, the Vice President shall be responsible for providing required notices of meetings of the Executive Committee and of the general membership.	<i>no change</i>	
<b>Secretary:</b> The Secretary or the Secretary's designee	Secretary: The Secretary or a designee	<i>Another Officer may appoint a designee.</i>
shall attend all meetings of the Executive Committee and of the General Membership and shall take and maintain a permanent record of minutes of each meeting, including date, time, place, roll sheet, announcements, reports, motions and votes.	<i>no change</i>	
The Secretary shall at each meeting read the minutes of the previous meeting, and have a copy of the minutes available for members to read and circulate during the meeting.	The Secretary shall make the minutes of the previous meeting available for members to read in advance of and during the meeting.	<i>the practice has been to post minutes to SRCC website which is accessible during meetings</i>

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<p><b>Treasurer:</b> The Treasurer shall be responsible for all money and other assets of the organization. The Treasurer is responsible for: depositing funds; disbursing funds to members who incur expenses approved by the Executive Committee; providing fund status reports at each meeting; preparing an annual financial report;</p>	<p>The Treasurer shall be responsible for managing the financial assets of the organization. The Treasurer is responsible for: establishing checking and savings accounts as necessary; overseeing separate accounts holding SRCC funds; maintaining financial ledgers and verifying the accuracy of third-party financial statements; depositing receipts and paying expenses; presenting financial status reports at each meeting; and complying with State and Federal reporting requirements.</p>	<p><i>Treasurer role has changed as a result of establishment of the Finance Committee. The Treasurer is responsible for recording keeping, banking, reporting statements, etc. The Finance Committee sets financial policies, audits, budgets, etc.</i></p>
	<p>The Treasurer shall serve as an ex-officio member of the Finance Committee.</p>	
<p>providing the names, addresses, and phone numbers of members paying dues to the Membership Chairperson; and reminding members of annual dues payable.</p>	<p><i>deleted</i></p>	<p><i>this responsibility is done by Membership Secretary</i></p>
<p>Only checks drawn on the Corporation's account for more than \$500.00 shall be co-signed by any two of the following officers: President, Vice President, Secretary, or Treasurer.</p>	<p>Payments of more than \$500.00 made from the organization's funds shall be co-signed by any two of the following Officers: President, Vice President(s), Treasurer, Secretary, or Membership Secretary.</p>	<p><i>Revised for clarity</i></p>
	<p>The <b>Membership Secretary</b> is responsible for maintaining membership records and making them available to the Executive Committee upon request.</p>	<p><i>Created a new Officer position. The role and process has been in practice for recent years.</i></p>
	<p>The Membership Secretary shall record receipts of dues payments and convey monies with documentation to the Treasurer. The Membership Secretary shall follow procedures approved by the Finance Committee for best practices of financial management and procedures established by the Executive Committee for records management.</p>	<p><i>Improved process for checks &amp; balances: Membership Secretary documents funds received. Treasurer keeps the deposit slips. The annual financial audit can compare them.</i></p>
	<p>To the extent practical, the Membership Secretary shall verify membership eligibility, provide notification of dues requirements to the membership, and have a membership roster at meetings of the General Membership and Executive Committee for purposes of determining individuals' eligibility to vote.</p>	<p><i>"To the extent practical" refers to the reality that not all members provide MS with a current email address, which is the way reminders to renew dues are sent.</i></p>



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	The Membership Secretary or the Membership Secretary's designee is responsible for providing sign-in sheets at meetings that serve as records of attendance and confirming whether a quorum is present.	<i>The sign-in sheets are scanned and stored on server as documentation of who and how many attended a meeting.</i>
	Membership records of the Corporation shall not be given out or used for any activity not directly related to the administration of the Corporation.	<i>Area Coordinators can receive lists of members in their area because they need them to perform their role.</i>
<b>Area Coordinators:</b> In an area designated by the Executive Committee, the Area Coordinators shall be responsible for: reporting to the Executive Committee on matters of concern within their areas; acting as a liaison with members residing within the Area Coordinator's area; distributing the organization's newsletters and other notices and may designate Block Captains for this purpose; and aiding interested persons in becoming members.	In an area designated by the Executive Committee, the Area Coordinators shall be responsible for: reporting to the Executive Committee on matters of concern within their areas; acting as a liaison with members residing within the Area Coordinator's area; distributing the organization's newsletters and aiding interested persons in becoming members. The Area Coordinator can designate Block Captains to assist in newsletter delivery.	<i>Revised for clarity</i>
	<b>Representative to Austin Neighborhood Council:</b> Attend ANC meetings and report back to SRCC General Membership. ANC Representative is authorized to speak at ANC meetings on behalf of the SRCC organization consistent with the prior resolutions of the Executive Committee and General Membership.	<i>It is important that this position be a member of the EC because the rep is authorized to vote on behalf of SRCC at ANC meetings. As a result of participating on the Council, the rep will be informed on key issues facing neighborhoods throughout the city and the rep is expected to keep SRCC members up to date.</i>
<b>Article VIII – Meetings of the Executive Committee</b>	<b>Article V – Meetings and Voting – Executive Committee Meetings</b>	<i>Moved text concerning EC meetings to Article V - Meetings</i>
There shall be regular meetings of the Executive Committee on a schedule to be established by the Executive Committee.	The Executive Committee shall meet monthly, a minimum of three times per year, on a schedule to be established by the Executive Committee.	<i>Clarified the frequency of EC meetings. It is important that EC meets in April following March elections for orientation of new EC members; also in November to approve annual budget; also in Jan or Feb to discuss candidates prior to election.</i>

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A quorum of the Executive Committee shall be 5 Executive Committee Members.	A quorum of the Executive Committee shall be 5 Executive Committee Members, 2 of which shall be Officers.	<i>Specified that a quorum requires at least 2 Officers to assure that members who have been elected to office &amp; are accountable to the membership will be present when binding votes are held</i>
No business may be conducted at an Executive Committee meeting unless a quorum of the Executive Committee is present.	If attendance at an Executive Committee meeting does not meet the requirements for a quorum, the agenda items may be presented and discussed, announcements may be made, but binding votes cannot be held.	<i>Clarified the restrictions when there is not a quorum in attendance and specified that business can be discussed, reported, etc.</i>
To the extent practical, decisions of the organization shall be made by vote of the General Membership.	<i>no change</i>	
	If, due to an immutable deadline, the issue cannot wait until the next General Membership meeting, the Executive Committee may act.	<i>Added guidelines and requirements for Executive Committee to follow in cases where an issue must be dealt with prior to the next General Membership meeting.</i>
	If a decision is required in advance of the next Executive Committee meeting, the President may conduct a vote of the Executive Committee by electronic means. In order for an electronic vote to be valid, a minimum of half the Executive Committee must return ballots. The decision must pass by an absolute majority of the full Executive Committee.	<i>Being present in person is important at EC meetings. We are proposing that EC email votes be restricted to only emergency situations and require a higher standard for approval: a minimum of half the Executive Committee must cast a vote and the decision must pass by an absolute majority of the full Executive Committee. Only as a last resort, where a critical deadline prevents the normal process of delaying the vote until next scheduled EC meeting, would EC be able conduct an vote via email.</i>

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All members are urged to attend the regular meetings of the Executive Committee.	The Executive Committee shall designate reasonable methods of notifying the membership about meetings.	<i>Deleted statement on urging members to attend and replaced with requirement that EC notifies members of EC meetings. The notification practices for General Membership &amp; EC meetings should be the same.</i>
Decisions shall be by a majority vote of those present. A vote of a General Member and a vote of an Executive Committee Member shall have equal weight in such decisions. Upon consideration of a Question of Policy, however, a majority of the Executive Committee present may vote to table the question for later consideration. A proposition is a Question of Policy if so declared by a majority of the Executive Committee in attendance. A Question of Policy is a proposition that, when decided, will reflect the Corporation's position on a matter of public interest. All contracts, other than contracts relating solely to the day-to-day operation of the Corporation, are Questions of Policy. No Question of Policy may be voted upon at a meeting of the Executive Committee unless there has been a reasonable effort to provide advance notice to all members of the Executive Committee that the Question of Policy will be taken up at the meeting. Should an absolute majority of the Executive Committee vote within 90 days that a vote was taken without such an effort, and that the vote was on a Question of Policy, the vote taken on the Question of Policy shall be void.	The General Membership are welcome to attend and participate on a non-voting basis.	<i>Changed rule for voting so that only EC members vote at EC meetings. The membership elects the EC for the purpose of making decisions for the good of the organization. EC positions require committment to be informed and require a greater level of involvement. "Question of Policy" seemed to be an attempt to prevent EC from acting against the best interests of the membership. The Revised Bylaws will accomplish the same protection by the requirement that General Membership vote on decions whenever possible. Increasing the number of members on EC also reduces likelihood that harmful motions would pass.</i>
<b>Article VIII-a – Meeting Agendas</b>		
		<i>Rearranged to separate text regarding General Membership meetings from text pertaining to Executive Committee meetings.</i>
The executive committee shall attempt to set the agenda at least 72 hours before executive or monthly membership meetings, unless the president determines that a necessity exists to add or subtract items to the agenda.	The Officers shall attempt to set the agenda at least 72 hours before General Membership meetings. The President can change the agenda with less notice if circumstances require.	<i>Specified that Officers should set the meeting agendas. In practice the President asks EC and membership to notify her with suggested agenda items.</i>

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Such agendas may be set by phone.	The Executive Committee shall designate reasonable methods of notifying the membership about meetings.	<i>Expanded options for communication technology.</i>
	The Officers shall determine the location of Executive Committee meetings, with the goal being to hold meetings at a location within SRCC boundaries and notice given at least a month in advance.	<i>Added text concerning location, notification and agendas of EC meetings that is similar to General Membership meetings.</i>
	The Officers shall attempt to set the agenda at least 72 hours before Executive Committee meetings. If there are no items for the agenda, the officers can cancel the meeting. The President can change the agenda with less notice if circumstances require. The Executive Committee shall designate reasonable methods of notifying the membership about meetings.	<i>Specified that EC is not required to meet if there is no administrative business to discuss or if pending issues can be handled at next General Membership meeting.</i>
<b>Article IX – SRCC Committees (Standing and Ad Hoc)</b>	<b>Article VIII – SRCC Committees (Standing and Ad Hoc)</b>	<i>Revision changes the order of Articles</i>
<b>A. Standing Committees</b>	<i>no change</i>	
	<b>General Duties of Committee Chairs:</b> To stay informed and engaged regarding the committee’s area of responsibility, focusing on issues that directly impact the neighborhood. To review issues and make policy recommendations to the Executive Committee.	<i>The membership is best served when a committee and its chair remain active.</i>
There shall be four standing committees of the SRCC:	There shall be <b>eight</b> standing committees of the SRCC:	<i>See new committees below</i>
<b>ZONING AND PLANNING COMMITTEE</b>	<b>PLANNING AND ZONING COMMITTEE</b>	<i>this committee is more commonly referred to as Planning &amp; Zoning, P &amp; Z</i>
To review and make policy recommendations to the Executive Committee regarding applications for zoning changes and variances, master plan and other land use concerns.	To review applications for zoning changes and variances, master planning, and other land use concerns. To provide advice and suggest a course of action.	<i>The Membership and EC vote on policy, based on committee recommendations. In practice this committee may meet with those submitting application, visit the site, and share their expertise on Code requirements, neighborhood plans, etc.</i>
<b>TRANSPORTATION AND PUBLIC SAFETY COMMITTEE</b>	<b>MOBILITY COMMITTEE</b>	<i>split into 2 committees</i>

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To review and make policy recommendations to the Executive Committee concerning streets, sidewalks, public transit, traffic (including bicycles, pedestrians and vehicles) and other transportation; to maintain communication with law enforcement agencies and to make policy recommendations to the Executive Committee relating to public safety concerns such as Neighborhood Watch, graffiti, safety of children, crime statistics and community policing.	To address issues regarding streets, sidewalks, public transit, traffic (including bicycles, pedestrians, and vehicles), and other transportation.	<i>Streamlined text</i>
	<b>PUBLIC SAFETY COMMITTEE</b>	
	To maintain communication with law enforcement agencies and address issues relating to public safety concerns such as Neighborhood Watch, graffiti, safety, crime statistics, and community policing.	<i>Focus is less on 'policy' and more on action. Safety concerns are not restricted to children.</i>
<b>PARKS, ENVIRONMENT AND SCHOOLS COMMITTEE</b>	<b>PARKS AND ENVIRONMENT COMMITTEE</b>	
To review and make policy recommendations to the Executive Committee relating to development, maintenance and regulation of public parks; relating to environmental concerns such as pollution, noise, aquifer protection and tree preservation; and relating to school needs.	To address issues relating to development, maintenance, and regulation of public parks, and relating to environmental concerns such as pollution, noise, aquifer protection and tree preservation.	<i>Moved text concerning schools to Schools Committee</i>
	<b>SCHOOLS COMMITTEE</b>	
	To communicate with and support the schools within the SRCC boundaries.	<i>To best serve the Membership, this committee be in contact with each school and report back how to support them.</i>
<b>SPECIAL EVENTS COMMITTEE</b>	<i>deleted</i>	<i>Forming a ad hoc committee would be a more appropriate way to manage special events</i>
To review and make policy recommendations to the Executive Committee concerning participation in and sponsorship of public events, including fundraising events.	<i>deleted</i>	
	<b>FINANCE COMMITTEE</b>	

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	To develop financial policies and procedures and be responsible for preparing Financial Forecasts, tracking SRCC account funds, assuring compliance with State and Federal requirements, and reporting regularly to the Executive Committee and General Membership. To maintain an oversight review process and basic procedures for accountability. To review requests for disbursement and ensure compliance with best practices for managing funds.	<i>This committee was approved by the Membership in 2011 and has been active since then. It is critical to the operation of SRCC as an organization.</i>
	<b>COMMUNICATIONS COMMITTEE</b>	
	To maintain the official SRCC online presence on which information relating to the SRCC organization is published. To send notifications of SRCC meetings and provide summary updates on current issues concerning SRCC. To produce the SRCC newsletter to be delivered to residents by Area Coordinators.	<i>This committee is critical to the operations of SRCC in communicating with residents. As social media and website functionality evolves, more work is required year-round. Production of the newsletter requires a team, so a Standing Committee is appropriate.</i>
	<b>HISTORIC PRESERVATION COMMITTEE</b>	
	To support efforts to create historic districts and preservation generally. To review applications for demolition, provide advice, and suggest a course of action.	<i>These issues are sometimes beyond the scope of P&amp;Z committee and it will be practical to have a dedicated committee for projects</i>
<b>Rules for Standing SRCC Committees:</b>	<i>no change</i>	
• The chair of each standing committee shall be appointed annually by a majority vote of a quorum of the Executive Committee	• The Chair (or Co-Chairs) of each Standing Committee shall be appointed annually by a majority vote of a quorum of the Executive Committee.	<i>allows for co-chairs</i>
• Members of the committee shall keep a record of each meeting held, including the date and place of the meeting, who was at the meeting, and decisions made at the meeting.	<i>no change</i>	
• Members of the committee shall provide reports for the monthly general membership meetings.	<i>no change</i>	

**South River City Citizens Corporation Bylaws**

**Ad hoc Bylaws Committee APPROVED REVISIONS - 4 July 2017**

<b>Current wording</b>	<b>APPROVED wording</b>	<b>Rationale</b>
<ul style="list-style-type: none"> <li>When meeting with non-SRCC representatives (e.g., city staff, local businesses, and developers), the committee can act on preliminary decisions, but shall not act as final decision maker for the SRCC.</li> </ul>	<ul style="list-style-type: none"> <li>When meeting with non-SRCC representatives (e.g., city staff, local businesses, and developers), the committee shall not act as final decision maker for the SRCC, but can examine issues and discuss possible solutions. Committee members shall keep a record of this communication.</li> </ul>	<p><i>Clarified the distinction between a committee's role and the overriding decision-making authority of General Membership and Executive Committee.</i></p>
<p>These decisions would be made by a majority vote of the membership or if time does not allow a membership vote, by a majority vote of a quorum of the Executive Board.</p>	<p><i>deleted</i></p>	<p><i>Voting procedures are described in Article V</i></p>
<p>Committee members shall keep a record of this communication.</p>	<p><i>no change</i></p>	
<ul style="list-style-type: none"> <li>SRCC dues-paying members are eligible to participate in a committee.</li> </ul>	<ul style="list-style-type: none"> <li>Only SRCC dues-paid members are eligible to participate in a committee.</li> </ul>	<p><i>Clarified intent that non-members are not eligible to serve on a committee</i></p>
<b>B. Ad Hoc Committees</b>	<p><i>no change</i></p>	
<p>In dealing with particular issues, SRCC members may form an Ad Hoc Committee recognized as representing the SRCC, as long as they follow these guidelines.</p>	<p><i>no change</i></p>	
<b>Rules for Ad Hoc Committees</b>	<p><i>no change</i></p>	
<ul style="list-style-type: none"> <li>Before the ad hoc committee convenes, at least one member of the Executive Committee shall be made aware of the formation of this committee.</li> </ul>	<ul style="list-style-type: none"> <li>Before the ad hoc committee convenes, at least one Officer shall be made aware of the formation of this committee.</li> </ul>	<p><i>Notifying an Officer is best way to ensure that EC is aware of the ad hoc committee.</i></p>
<p>That member, and/or members of the ad hoc committee shall make all Executive Committee members aware of the ad hoc committee within a reasonable amount of time.</p>	<p>That member, and/or members of the ad hoc committee shall notify the full Executive Committee about the newly formed committee within a reasonable amount of time.</p>	<p><i>The phrase 'made aware' is ambiguous. Notification can be accomplished by sending an email.</i></p>
<ul style="list-style-type: none"> <li>The committee shall clearly state its mission.</li> </ul>	<p><i>no change</i></p>	
<ul style="list-style-type: none"> <li>The Standing Committee chair who would oversee that type of activity shall be invited to participate in the ad hoc committee (but is not required to participate).</li> </ul>	<p><i>no change</i></p>	
<ul style="list-style-type: none"> <li>When its mission has been completed, the ad hoc committee shall disband.</li> </ul>	<p><i>no change</i></p>	

**South River City Citizens Corporation Bylaws**

**Ad hoc Bylaws Committee APPROVED REVISIONS - 4 July 2017**

<b>Current wording</b>	<b>APPROVED wording</b>	<b>Rationale</b>
	If no reports are made and no record of meetings are submitted for one year, the ad hoc committee shall be considered inactive and disbanded.	<i>Inactivity could prevent its mission from being completed, so need to specify that if a committee does not meet or make reports to membership, it no longer needs to exist.</i>
• Members of the ad hoc committee shall keep a record of each meeting held, including the date and place of the meeting, who was at the meeting, and decisions made at the meeting.	<i>no change</i>	
• Members of the committee shall provide reports for the monthly general membership meetings.	<i>no change</i>	
• When meeting with non-SRCC representatives (e.g., city staff, local businesses, developers), the ad hoc committee can act on preliminary decisions, but shall not act as final decision maker for the SRCC. These decisions would be made by a vote of the membership or if time does not allow a membership vote, by a vote of the Executive Committee.	• When meeting with non-SRCC representatives (e.g., city staff, local businesses, and developers), the committee shall not act as final decision maker for the SRCC, but can examine issues and discuss possible solutions. Committee members shall keep a record of this communication.	<i>This rule is identical for Standing Committees. Clarified the distinction between a committee's role and the over-riding decision-making authority of General Membership and Executive Committee.</i>
(Committee members shall keep a record of this communication.)	<i>no change</i>	
• SRCC dues-paying members are eligible to participate in an ad hoc committee.	• Only SRCC dues-paid members are eligible to participate in a committee.	<i>Clarified intent that non-members are not eligible to serve on a committee</i>
<b>Article X – Amendment of the SRCC By-Laws</b>	<b>Article IX – Amendment of the SRCC Bylaws</b>	<i>renumbered</i>
The SRCC By-laws shall be adopted by a vote of the General Membership and may be amended or repealed and new SRCC By-laws adopted, by a two-thirds majority vote at the monthly meeting of the General Membership.	The SRCC Bylaws may be amended or revised by a two-thirds majority vote at the monthly meeting of the General Membership.	<i>Reworded for clarification</i>
	This process shall begin with approval by the General Membership to form an ad hoc Bylaws committee.	<i>Because bylaws are critical to the organization, it is important the the General Membership approve endeavor. The rules requiring monthly reports should keep the membership informed.</i>
	Before the Bylaws can be changed, all of the following conditions must be met:	<i>Rearranged and clarified the requirements.</i>



**South River City Citizens Corporation Bylaws**

**Ad hoc Bylaws Committee APPROVED REVISIONS - 4 July 2017**

<b>Current wording</b>	<b>APPROVED wording</b>	<b>Rationale</b>
To amend or repeal the SRCC By- laws, a formal notice, which is a written or printed notice stating the place, day, and time of the meeting must be given not less than 10 days in advance nor more than 60 days before the date of the meeting either personally, by facsimile transmission, by e-mail, by posting on the SRCC website, by posting in the SRCC newsletter, or by mail, by or at the direction of the President, or the Secretary, or the elected officers or persons calling the meeting, to each member entitled to vote at any meeting at which alteration of the SRCC By-laws is to be voted upon.	A. a document including the exact wording of the proposed changes must be posted to the SRCC website;	<i>Rearranged and clarified the requirements.</i>
	B. a notice stating the place, date, and time of the meeting at which the alteration of the SRCC bylaws is to be voted upon must be included on the agenda of the meeting, provided by e-mail, posted on the SRCC website, and included in the SRCC newsletter;	<i>Rearranged and clarified the requirements.</i>
The exact wording of the proposed change must be included in the formal notice and on the agenda of the meeting.	C. the notice and the exact wording of the proposed changes must be provided not less than 10 days in advance nor more than 60 days before the date of the meeting.	<i>Rearranged and clarified the requirements.</i>
No change in the SRCC By-laws is valid unless these conditions are met.	<i>no change</i>	
<b>Article XI – Political Activities</b>	<b>Article X – Political Activities</b>	<i>renumbered</i>
Neither the Corporation, nor any member purporting to speak for it shall endorse any candidate for public office or any political party.	<i>no change</i>	
Membership rosters of the Corporation shall not be used for political, commercial or any other activity not directly related to the administration of the Corporation.	<i>deleted</i>	<i>This is stated in description of Membership Secretary's role.</i>
<b>Article XII – Parliamentary Authority</b>	<b>Article XI – Parliamentary Authority</b>	<i>renumbered</i>

**South River City Citizens Corporation Bylaws**

**Ad hoc Bylaws Committee APPROVED REVISIONS - 4 July 2017**

<b>Current wording</b>	<b>APPROVED wording</b>	<b>Rationale</b>
The Corporation recognizes that conduct and governance of the Corporation are controlled by the Texas Non-Profit Corporations Act, Article 1396, Texas Civil Statutes, together with amendments that might be made from time to time. That statute and Robert's Rules of Order Newly Revised shall govern the procedural acts of the Corporation.	<i>no change</i>	