

BLCP 1

.....

Duties of Officers (**proposed change**):

WATOA Officers make up the Chapter Executive Board (CEB) of the Chapter and are responsible for the execution of policies and By-Laws. By majority vote, the CEB fills vacancies in any office of the Executive Board and submits to the membership any recommendations affecting the policies of the Chapter which have been previously approved.

ARTICLE 5. BOARD OF DIRECTORS

SECTION VI. President

➤ As currently written:

The President shall be the principal executive officer at WATOA, shall preside at all meetings of the Board and the membership and shall serve as an ex-officio member of all committees. The President shall have primary responsibilities for external relationships and serve as chief spokesperson of WATOA. The President shall become a member of NATOA.

➤ Proposed modification will read:

The President:

- A. Is the principal executive officer at WATOA.
- B. Presided over all Board and membership meetings.
- C. Issues the call for regular and special Chapter meetings.
- D. Schedules regular elections
- E. Ensures all proceedings are held in accordance with these Chapter By-Laws.
- F. Carries out any directives of the Chapter and National BOD.
- G. Assigns a member at large to assist in the Audit of the Chapters records and financial matters.
- H. Acts as the WATOA representative to NATOA.
- I. Is secondary signatory on all fiduciary matters for all Chapter banking accounts/documents.
- J. Shall have primary responsibilities for external relationships and serve as chief spokesperson of WATOA.
- K. Maintains the President's Files and transfers to the President-Elect.

ARTICLE 5. BOARD OF DIRECTORS

SECTION VII. Vice President

➤ **As currently written:**

The Vice President is a three-year commitment. Upon completion of a one-year term as Vice President, the Vice President shall automatically succeed to the Presidency, then Immediate Past President as in Section III. The Vice President shall coordinate the internal activities of WATOA, under the direction of the President. The Vice President shall serve in the absence of the President.

➤ **Proposed modification will read:**

The Vice President:

- A. Assists the President as necessary and shall serve in the absence of the President.
- B. Shall coordinate the internal activities of WATOA, under the direction of the President.
- C. Shall serve as ex-officio member of all committees and delegations.
- D. Presides over the audit of the Chapters records and financial matters
- E. Works with the Treasurer and the President's assigned member to complete the Audit, which is to occur in the month of April.
- F. Maintains the Vice President's Manual and transfers to the Vice President-Elect.

ARTICLE 5. BOARD OF DIRECTORS

SECTION VIII. Secretary

➤ **As currently written:**

The Secretary shall keep the minutes of meetings and post them to the WATOA Website, see that notices are given according to the Bylaws, and be custodian of the Official records of WATOA.

➤ **Proposed modification will read:**

The Secretary:

- A. Maintains all Chapter Bylaws
- B. Maintains the Chapter Secretary's Meeting Minutes Files

- C. Records minutes for any official meeting involving the WATOA Board
- D. Presents meeting minutes for review prior to the next Board Meeting
- E. Maintains the Secretary's Manual and transfers to the Secretary-Elect

ARTICLE 5. BOARD OF DIRECTORS

SECTION IX. Treasurer

➤ **As currently written:**

The Treasurer shall act as Chief Financial Officer by overseeing the organization's finances and shall provide, at a minimum, semi-annual reports to the WATOA Board and annual financial reports to the membership.

➤ **Proposed modification will read:**

The Treasurer:

- A. Serves as the primary signatory on all Chapter banking accounts/documents.
- B. Maintains the Chapter, State, and Federal non-profit status documentation.
- C. Maintains all Chapter financial records.
- D. Sets up all accounts and maintains a record of accounting books.
- E. Collects dues and other forms of income due the Chapter.
- F. Makes payments from the Chapter funds when necessary or so directed by Board.
- G. Shall be responsible for all renewals and/or applications for Federal Tax documentation on time.
- H. Shall regularly review State and Federal regulations regarding tax or non-profit status.
- I. Assists the Vice President along with a member (assigned by the President (non-officer) in the annual Audit of the Chapter's Books and Records, which is to occur in the month of April. Treasurer will complete a report for the membership at the annual WATOA Conference.
- J. Shall maintain the Treasurer's Manual and transfers to the Treasurer-Elect.

ARTICLE 5. BOARD OF DIRECTORS

SECTION X. Regional Board Members

➤ **As currently written:**

Board members shall consist of eight (8) regional representatives and one (1) at-large representative selected from those 5 cities/jurisdictions with the smallest base of cable subscribers. The eight regions are:

Region 1: "North & Puget" including Whatcom, Skagit, Snohomish, San Juan and Island Counties

Region 2: "King" representing King County

Region 3: "Puget Sound & Costal Areas" consisting of Clallam, Jefferson, Grays Harbor, Mason and Kitsap Counties

Region 4: "Southwest" representing Pacific, Wahkiakum, Cowlitz, Clark, Skamania, and Lewis Counties

Region 5: "Rainier Valley" including Thurston and Pierce Counties

Region 6: "Central" consisting of Chelan, Douglas, Grant, Yakima, Klickitat and Kittitas Counties

Region 7: "Northeast" representing Okanogan, Ferry, Stevens, Pend Oreille, Spokane and Lincoln Counties

Region 8: "Tri-Cities" representing Whitman, Franklin, Walla Walla, Columbia, Garfield, Benton, Asotin and Adams Counties

➤ **Proposed modification will read:**

A. Regional Board members shall consist of eight (8) regional representatives and one (1) at-large representative selected from those 5 cities/jurisdictions with the smallest base of cable subscribers.

B. Shall continue to promote WATOA.

C. Shall participate on one or more Board committees.

D. Shall maintain a Regional Board Member's Manual and transfers to their replacement.

E. The nine Regions are:

1. Region 1: "North & Puget" representing Whatcom, Skagit, Snohomish, San Juan and Island Counties

2. Region 2: "King" representing King County

3. Region 3: "Puget Sound & Costal Areas" representing Clallam, Jefferson, Grays Harbor, Mason and Kitsap Counties

4. Region 4: "Southwest" representing Pacific, Wahkiakum, Cowlitz, Clark, Skamania, and Lewis Counties

5. Region 5: "Rainier Valley" representing Thurston and Pierce Counties
6. Region 6: "Central" representing Chelan, Douglas, Grant, Yakima, Klickitat and Kittitas Counties
7. Region 7: "Northeast" representing Okanogan, Ferry, Stevens, Pend Oreille, Spokane and Lincoln Counties
8. Region 8: "Tri-Cities" representing Whitman, Franklin, Walla Walla, Columbia, Garfield, Benton, Asotin and Adams Counties
9. Region 9: one (1) at-large representative selected from those 5 cities/jurisdictions with the smallest base of cable subscribers.