CURRENT WORDING:
ARTICLE XXI-AMENDMENTS
The Bylaws may be amended at the annual and interim meetings of the Society by a two-thirds (2/3) vote
of the members present and voting, unless stated otherwise in these Bylaws. Proposed amendments shall
be submitted in writing to the general membership no less than sixty (60) days prior to the meeting at
which the amendments shall be presented for a vote

PROPOSED WORDING:
The Bylaws may be amended at the annual and interim meetings of the Society by a two-thirds (2/3) vote
of the members present and voting, unless stated otherwise in these Bylaws. Proposed amendments shall
be submitted in writing to the general membership no less than thirty (30) fifteen (15) days prior to the
meeting at which the amendments shall be presented for a vote in writing, or via telecommunications or
the web site.

A. The CSMA Bylaws or any section of these bylaws may not be set aside at any time.

RATIONALE:
CSMA no longer holds Interim Meetings on a regular basis.

With the advent of telecommunications, CSMA does not need to use the USPS to deliver notification of
Proposed Bylaws Changes. Proposed Bylaws Changes may be delivered by telecommunications or
posted to the web site no less than fifteen (15) days prior to the meeting. Fifteen (15) days has been
selected to allow members a period of time to consider the proposed change.
STANDING RULES #16 APPROVED BY THE GENERAL ASSEMBLY 2018. STANDING RULE #16 SHALL BE REMOVED IF THIS BYLAWS PROPOSAL IS APPROVED.

CURRENT STANDING RULE WORDING:
CSMA honors some of its members who have served and displayed special dedication to the Society with Life Membership. Along with this title, the Life Member shall not pay for state society dues and shall pay 50% for registration fees for meetings within the state of California. Life Membership without paying dues is still considered an active member as long as the credential remains active. And may serve as a AAMA Delegate/Alternate Delegate. (This new Standing Rule shall be converted into a Bylaws Amendment in 2019 (but changed to 2020 because Bylaws Amendments were not posted 60 days prior to the meeting and could not be considered.) This Standing Rule shall be removed from the Standing Rule once this rule is transferred to the CSMA Bylaws.

ARTICLE IV – MEMBERSHIP, Section 2. B. 1.

PROPOSED WORDING ARTICLE IV, SECTION 2, QUALIFICATIONS

B.A.
1. Life Member shall not pay for state society dues and shall pay 50% for registration fees for meetings within the state of California.
2. Life Membership without paying dues still entitles the member to remain an active member and may serve as an AAMA Delegate/Alternate Delegate if current credential status is maintained.
3. Life Members may be elected to and serve within the CSMA Society as long as current credential status is maintained or Sustaining Membership is held.

RATIONALE:
The General Assembly extended benefits for Life Membership. The General Assembly directed this change to be added to the Bylaws of CSMA and then removed from the Standing Rules.
CURRENT WORDING:

ARTICLE VIII – OFFICERS OF THE SOCIETY

Section 1. Officers
A. Officers of the Society shall be the President, Vice President, Secretary, Treasurer/Assistant Secretary, Immediate Past President, Corresponding Secretary (if appointed) and the Parliamentarian (if appointed).
B. A Corresponding Secretary and the Parliamentarian shall serve without vote.
C. A candidate for Vice President shall have served on the Executive Committee of CSMA in an elected position for no less than 2 years.
D. A candidate for Secretary or Treasurer/Assistant Secretary shall have served as Chair of a Standing Committee or a member of the Executive Committee for no less than 2 years and meet eligibility as outlined in Article VIII

Section 2 – Eligibility
A. Candidates for office shall:
1. Be members in who have paid their dues as of December 31 of the previous year of election.
2. Submit a written consent to serve.
B. Candidates shall have served within the CSMA State Society organization as a Chair/elected position for no less than two years.
C. A candidate for Vice President shall have served on the Executive Committee of CSMA in an elected position for no less than 2 years.
D. A candidate for Secretary or Treasurer/Assistant Secretary shall have served as Chair of a Standing Committee or a member of the Executive Committee for no less than 2 years and meet eligibility as outlined in Article VIII.

PROPOSED WORDING:

Section 1. Officers
A. Officers of the Society shall be the President, Vice President, Secretary, Treasurer/Assistant Secretary, Immediate Past President, Corresponding Secretary (if appointed) and the Parliamentarian (if appointed) and an Advisor(s).
B. A Corresponding Secretary and the Parliamentarian and any Advisor(s) shall serve without vote.
C. A candidate for Vice President shall have served on the Executive Committee of CSMA in an elected position for no less than 2 years.
D. A candidate for Secretary shall have served as Chair of a Standing Committee or a member of the CSMA Executive Committee for no less than 1 years and meet eligibility as outlined in Article VIII.
E. A candidate for Treasurer/Assistant Secretary shall have served as Chair of a Standing Committee or a member of the CSMA Executive Committee for no less than 2 years and meet eligibility as outlined in Article VIII.

Section 2. Eligibility
A. Candidates for office shall:
1. Be members in who have paid their dues as of December 31 of the previous year of election.
2. Submit a written consent to serve.
B. Candidates shall have served within the CSMA State Society as a Chair/elected position for no less than two years with the exception of the Secretary who must have served for one year.
C. A candidate for Vice President shall have served on the Executive Committee of CSMA in an elected position for no less than 2 years.

D. A candidate for Secretary or Treasurer/Assistant Secretary shall have served as Chair of a Standing Committee for one year or a member of the Executive Committee for no less than 2 years and meet eligibility as outlined in Article VIII.

E. A candidate for Secretary or Treasurer/Assistant Secretary shall have served as Chair of a Standing Committee and a member of the Budget and Finance Committee for two (2) years or a member of the Executive Committee for no less than 2 years and meet eligibility as outlined in Article VIII.

F. Candidates for office shall have attended the CSMA Annual Business Meetings for a minimum of 3 years before candidacy to an elected officer position.

RATIONALE:
This change will allow a tiered level to access the Executive Committee so experience can be obtained to be eligible for other officerships.
CURRENT WORDING:
ARTICLE IX-AAMA DELEGATES AND ALTERNATES

Section 1. Number of Delegates
A. Delegates and alternates shall be active CSMA members or AAMA life members whose membership
has not been revoked as delineated in Article IV, Section 2.
B. The number of delegates shall be determined by the constituent society’s total active and associate
membership of the membership year prior to the date on which names of delegates and alternates shall
be submitted to the Speaker of the House.
C. Delegates and alternates shall be elected to serve one year from the opening of the House of Delegates
for which elected until the opening of the House of Delegates the following year.
D. The names of Delegates and Alternates shall be submitted to the Executive Office postmarked no later
than June 1 of the year of service to the Annual Meeting of the House of Delegates.

Section 2. President and Vice President
The Society President and Vice President shall serve as the first and second Delegates.

Section 3. Other Delegates and Alternates
Additional Delegates and Alternates shall be elected at the annual meeting of the Society.

Section 4. Eligibility Requirements
A. Be active members in good standing
B. Submit nominations as required in Article VIII, Section 2.
C. Meet requirements of AAMA as stated in Article IX, Section 4A of these bylaws.
D. Student members as of December 31 of the previous year cannot be a candidate for delegate or
alternate delegate even if there is a change of membership category to active membership in the
immediate year following December 31 of the previous year.

PROPOSED WORDING:
ARTICLE IX – AAMA DELEGATES AND ALTERNATES

Section 3. Other Delegates and Alternates
1. Additional Delegates and Alternates shall be elected at the annual meeting of the Society.
2. Plurality vote shall elect in sequential order.

Section 4. Eligibility Requirements
E. Have attended a minimum of 3 years of CSMA Business Meetings prior to candidacy for delegate.
F. Candidate for delegate/alternate shall have paid dues by December 31 of the previous year and an
Active Member to be eligible.

RATIONALE:
CSMA Delegates serve the CSMA and are knowledgeable about the profession in California, the goals
and procedures of CSMA and the laws of California in how they compare to the national laws. It takes at
least 3 years of attending the CSMA Business Meetings to gain this knowledge and experience. While at
the Conference, each delegate/alternate is assigned to attend specific events and required to do so, even if
it conflicts with another event or CEU session. The delegate/alternate’s first obligation is to CSMA
which is paying for all costs. The President will make every effort to allow the delegate/alternate to attend
their event or CEU session if possible.
ARTICLE XII- DUTIES OF OFFICERS

Section 5. The Treasurer/Assistant Secretary shall:

A. Be bondable, amount to be determined by the Executive Committee.
B. Be responsible for the receipts and disbursements of all Society funds, and report an accurate record thereof, upon request of the general membership and/or the Executive Committee.
C. Serve as Chair of the Budget and Finance Committee. The Budget and Finance Committee shall be comprised of the Treasurer/Assistant Secretary as Chair and the Vice President and President of the Society and the Immediate Past President.
D. Serve as Chair of the Credentials Committee
E. Treasurer/Assistant secretary shall present an annual balanced budget for approval by the General Assembly or current governing body. Emergency expenditures over the budget shall be approved by the Executive Committee by a 2/3 vote.
F. Executive Committee shall appoint a person to perform the monthly bank reconciliation every month and as requested by the Executive Committee.

1. Appoint bank reconciliator who shall receive the monthly bank statement and perform the bank reconciliation monthly. This bank reconciliation shall be submitted to the Executive Committee each month by the bank reconciliator with documents sent to the Treasurer/Assistant Secretary.

2. Bank reconciliator qualifies for this position by having taken a bookkeeping or accounting class inclusive of the process of a bank reconciliation.

3. Bank reconciliator shall be part of the Audit Committee.

G. Treasurer/Assistant Secretary shall assist the Secretary by representing the Society with banking personnel to change signers or other duties specified by the General Assembly or Executive Committee

PROPOSED WORDING:

A. Be bondable, eligible to be bonded, amount to be determined by the Executive Committee
F. Executive Committee shall appoint a person to perform the monthly bank reconciliation every month and as requested by the Executive Committee.

1. Appoint bank reconciliator who shall receive the monthly bank statement and perform the bank reconciliation monthly. This bank reconciliation shall be submitted to the Executive Committee each month by the bank reconciliator with documents (bank reconciliation and original bank statement) sent to the Treasurer/Assistant Secretary.

2. Bank reconciliator qualifies for this position by having taken a bookkeeping or accounting class inclusive of the process of a bank reconciliation.

3. Bank reconciliator shall be part of the Audit Committee.
G. Treasurer/Assistant Secretary shall assist the Secretary by representing the Society with banking personnel to change signers or other duties specified by the General Assembly or Executive Committee.

**RATIONALE:**
Changes clarify that the treasurer shall be eligible to be bonded and the Executive Committee will make the decision on bonding based on finances available.
CURRENT WORDING:
ARTICLE XIII- EXECUTIVE COMMITTEE

Section 1. Composition
The Executive Committee shall be composed of the President, Vice President, Secretary, Treasurer/Assistant Secretary, Parliamentarian (if appointed), Immediate Past President, Corresponding Secretary (if appointed) and no more than two (2) Advisors (one, if possible shall be a CSMA Life Member). The Parliamentarian, Corresponding Secretary and Advisor(s) shall serve with voice but without vote in their position.

Section 2. Powers and Duties
A. Review all recommendations, expenditures, etc., before presentation to the general membership.
   1. The Executive Committee shall have oversight and transfer power of expenditures within the current budget which was approved by the General Assembly.
   2. Financial transactions over those specified in the budget shall receive General Assembly approval with the exception of emergency expenditures not exceeding $500 total and voted unanimously by the Executive Committee.

B. Transact all business for the Society as delegated to it by the general membership.

C. Act in an advisory capacity to the committees and general membership.

D. Report all its activities to the general membership including all motions passed/failed. The Executive Committee report shall be written by the current president.

E. Have the power to remove from office any officer or committee chair by unanimous vote of the Executive Committee who fails to perform as required in the CSMA Bylaws.
   1. Any officer or committee chair removed from office has the option of requesting the Judicial Council review the removal.

F. Have the power to approve candidates for AAMA representation for recommendation to the general membership.

G. Verify filing of annual government documents.

H. Review and authorize emergency expenditures with rationale reported to the General Assembly.

I. Conduct the business of the Society between the Annual meeting.

PROPOSED WORDING:
ARTICLE XIII- EXECUTIVE COMMITTEE

Section 2. Powers and Duties
A. The Executive Committee shall conduct the business of the Society between meetings of the General Assembly/Society.

B. All meetings of the Executive Committee shall be closed until decisions are made by the Executive Committee and distribution of the decision is approved by the President with approval of the Executive Committee or approval of the Executive Committee by majority vote.
   No information shall be given to any person not on the Executive Committee or involved in the issue during deliberations.
   1. Any breach of distribution of information by the Executive Committee member prior to a decision made shall be grounds for removal from office by unanimous vote of the Executive Committee or Judicial Council.

C. Review all recommendations, expenditures, etc., before presentation to the general membership.
   3. The Executive Committee shall have oversight and transfer power of expenditures within the current budget which was approved by the General Assembly.
400  4. Financial transactions over those specified in the budget shall receive General Assembly approval
401  with the exception of emergency expenditures not exceeding $500 total and voted unanimously
402  by the Executive Committee.
403  D. Transact all business for the Society as delegated to it by the general membership.
404  E. Act in an advisory capacity to the committees and general membership.
405  F. Report all its activities to the general membership including all motions passed/failed. The Executive
406  Committee report shall be written by the current president.
407  G. Have the power to remove from office any officer or committee chair by unanimous vote of the
408  Executive Committee who fails to perform as required in the CSMA Bylaws.
409  1. Breach of Executive Committee confidential information is grounds for removal by the Executive
410  Committee.
411  2. Confidential information is defined as issues currently being decided by the Executive
412  Committee.
413  3. No distribution or notification shall be made until a decision is made by the Executive
414  Committee.
415  4. Any officer or committee chair removed from office has the option of requesting the Judicial
416  Council review the removal.
417  H. Have the power to approve candidates for AAMA representation for recommendation to the general
418  membership.
419  I. Verify filing of annual government documents.
420  J. Review and authorize emergency expenditures with rationale reported to the General Assembly.
421  K. Conduct the business of the Society between the Annual meeting.
422
423  RATIONALE:
424  To allow full discussion by the Executive Committee without outside input, the information discussed in
425  Executive Session shall NOT be disclosed to anyone until a final decision is made. The Executive
426  Committee may seek additional advice or information to make a final decision. Once the decision is
427  made, it may be disseminated by order of the Executive Committee.
CURRENT WORDING:

ARTICLE XVIX-RESOLUTIONS

Section 1. Resolutions

All resolutions, except courtesy resolutions, shall be presented in writing to the presiding officer sixty (60) days prior to the annual meeting. Resolutions shall be presented in writing to the general membership no less than thirty (30) days prior to the annual meeting.

PROPOSED WORDING:

ARTICLE XVIX-RESOLUTIONS

Section 1. Resolutions

All resolutions, except courtesy resolutions, shall be presented in writing to the presiding officer sixty (60) thirty (30) days prior to the annual meeting. Resolutions shall be presented in writing or via telecommunications, USPS or web site to the general membership no less than thirty (30) fifteen (15) days prior to the annual meeting.

RATIONALE:

This bylaws proposal will bring notification in line with the use of telecommunications, USPS or web site.