

# BYLAWS OF Inkster Task Force

## ARTICLE I

### Purpose & Governance

- 1.01 **Governance Structure.** The Inkster Task Force is a community action group organized under a directorship format that encourages participation by individuals that are interested in the purpose and mission of the Inkster Task Force. The Task Force is not a Michigan corporation or a non-profit organization. It does not report to the State of Michigan or the IRS. These bylaws exist to lay out the governing structure and rules of the Task Force. Individuals, whether members of the Inkster Community, or representatives of businesses, nonprofits, educational institutions, or other such organizations that serve for the Task Force will be considered non-dues paying members and may serve on the Board of Directors if so elected, or on Community Engagement Groups, if so appointed, by the Executive Council of the Inkster Task Force.
- 1.02 **Offices.** The official offices for the Task Force are located at 29115 Carlisle Avenue, Inkster, Michigan 48141.
- 1.03 **Purpose.** The Inkster Task Force fosters effective communication and collaboration across public, private and nonprofit sector partners for the benefit of the City of Inkster. The Task Force envisions a strong, healthy and safe community of opportunity where multiple generations live, learn and work.

## ARTICLE II

### Executive Council – Trustees/Officers

- 2.01 **General Powers.** The business, property, and affairs of the Task Force shall be managed by the Executive Council with input from the Board of Directors as outlined in the bylaws. All trustees on the Executive Council are also members of the Board of Directors. The Inkster Task Force may partner with a non-profit corporation which may act as its fiduciary for grants received.
- 2.02 **Number.** There shall be seven (7) trustees on the Executive Council as shall be fixed from time to time by the Board of Directors. The Executive Council trustees will be considered the Officers of the Inkster Task Force.
- 2.03 **Election, Eligibility and Officers.** The seven (7) members of the Executive Council must be members of the Board of Directors to be eligible for appointment to the Executive Council and are considered the officers of the Inkster Task Force. As outlined in 6.06, a slate of candidates for the seven (7) positions will be compiled by the Governance

Committee annually, with input from the Staff Liaison and the current Co-Chairs, and presented at the Annual Meeting for vote by all members of the board members then in office.

- 2.04 **Composition.** The Executive Council will be made up of: Two (2) Co-Chairs, a Vice Chair, a Reporting Secretary, a Recording Secretary, a Treasurer and one board member at large.
- 2.05 **Term.** Each trustee on the Executive Council shall hold office for a term of one (1) year, unless such term is ended due to the trustee's death, resignation, or removal. Trustees will be elected annually at the Annual Meeting as outlined in 4.01 and shall immediately assume office.
- 2.06 **Term Limit.** A trustee is not limited to their term on the Executive Council, other than by the term limits applicable to all board of director members as outlined in 3.03. Thus a co-chair or any other officer can be re-elected for up to six years in that position or any other officer position or until their term limit is met as outlined in 3.04.
- 2.07 **Executive Council Vacancies.** A vacancy on the Executive Council will be filled by the remaining members of the Executive Council by majority vote of those trustees then in office and chosen from the directors then in office on the Board of Directors.
- 2.08 **Duties of Trustees/Officers and the Executive Council.** All trustees elected to serve on the Executive Council must sign a *Board Member Job Description* annually and be willing to uphold their commitment to the duties of a director. Additionally, trustees are considered to hold a high level of responsibility to the mission, vision and fiduciary responsibilities of the Inkster Task Force as the officers of the Inkster Task Force. Those serving in officer roles as outlined in 2.04 of the bylaws should expect to provide more volunteer time than other board of director members.

**Additional duties of a trustee include:**

- a. Set annual programming goals;
- b. Lead strategic planning processes;
- c. Ensure financial sustainability and oversight;
- d. Develop (initially) and then approve the Community Engagement Group charters;
- e. Set program goals by vote;
- f. Organize and oversee the Annual Meeting;
- g. Maintain up to date bylaws and governance policies;
- h. Cultivate members for the Board of Directors;
- i. Lead creation and communication of the Annual Report of the Inkster Task Force;
- j. Organize both new board member orientations as well as board member manuals
- k. Oversee regular self-assessments of the Board of Directors;
- l. And all other such duties that ensure effective and responsible governance of the Inkster Task Force.

- 2.09 **Resignation.** Any trustee may resign at any time by providing written notice to one of the Co-Chairs of the Task Force. The resignation will be effective on receipt of the notice (email or USPO delivered) or at a later time designated in the notice. A successor shall be appointed as provided in section 2.07 of the bylaws.
- 2.10 **Removal.** Any trustee who shall be absent from three (3) consecutive meetings of the Executive Council shall be automatically removed from the Executive Council and the Board of Directors. No notice will be provided to the trustee and the remaining trustees shall elect a successor as provided in section 2.07 of the bylaws. An excused absence may be granted by the Co-Chairs for individuals with extenuating circumstances as determined by the Co-Chairs.
- 2.11 **Quorum and Voting.** The majority of trustees then in office will constitute a quorum and official meetings of the Executive Council can only be held when quorum is achieved. A vote by the majority of trustees at an Executive Council meeting shall constitute a legal action of the Executive Council.
- 2.12 **Compensation.** No member of the Executive Council will be paid for their service on the Council or on the Board of Directors, although expenses incurred by Trustees for expenses related to running meetings and food for meetings shall be paid for the Inkster Task Force or reimbursed to the Trustee as appropriate.

### **ARTICLE III**

#### **Board of Directors**

- 3.01 **Number, Election and Ratified Appointment.**
- (a) Number and Eligibility. There shall be a minimum of 14 directors on the Board of Directors as shall be fixed from time to time by the Executive Council. The Executive Council trustees are also members of the Board of Directors. Any community member, business leader, nonprofit employee, or other such party interested in upholding the mission/vision of the Inkster Task Force and that is sixteen years of age or older, is eligible to serve on the Board of Directors and hold one vote.
- (b) Process. An individual can be put forward to election to the Board of Directors in two ways; (1) an individual can fill out an application to serve as a volunteer, unpaid board member, and the application will be accepted and reviewed by the Governance Committee of the Inkster Task Force. The Governance Committee will determine whether to include the potential board member on the slate of candidates for the Board of Directors based on the potential candidate's skills, commitment to the mission/vision, willingness to sign and adhere to the Board Member Job Description and based on the current goals of the Inkster Task Force and open slots on the board. Not all individuals that submit an application will be put forward on a slate for election as

the number of seats for the Board of Directors must be controlled in order to ensure quality meetings, strong governance and efficient outcomes. Individuals might be asked to join a Community Engagement Group as an alternative. Additionally, (2) individuals' names and resumes/bio's can be submitted directly from currently serving board members, trustees or staff of the Inkster Task Force to the Governance Committee.

(c) **Election.** The Governance Committee will provide a recommendation to the Board of Directors for members to be elected in a slate at the Annual Meeting, or as individual nominations when there are vacancies on the board. The majority vote of board members then in office shall be required to elect new members to the Board of Directors.

3.02 **Term.** Each director of the Task Force Board of Directors shall hold office for a term of two (2) years, unless such term is ended due to the director's death, resignation, or removal. The directors shall be grouped into classes such that no more than one-third (1/3<sup>rd</sup>) of the directors terms expire in given year.

3.03 **Term Limit.** A director may not serve more than three (3) consecutive terms, as defined in Section 3.02. An individual who has served three consecutive terms may be re-appointed as a director, so long as he or she has not been a board member or a trustee on the Executive Council for a period of one year prior to his or her reappointment. A director may serve on a Community Engagement Group during the year they are not serving on the Board of Directors or Executive Council, if so appointed.

3.04 **Duties of Directors.** Each director elected to serve on the Board must sign a *Board Member Job Description* annually and be willing to uphold his/her commitment to the duties of director. The board member job description may be updated or changed at anytime with a majority vote of those directors then in office.

**Additional duties of board member include:**

- (a). Approve and abide by policies that govern the board of directors;
- (b). Demonstrate a commitment to the mission/vision of the Inkster Task Force and be an ambassador in the community for the work;
- (c). Be well prepared for board meetings by reviewing documents, agendas and other such material presented to you prior to the meeting;
- (d). Approve the annual budget as presented by the Executive Council;
- (e). Be involved in strategic planning and visioning;
- (f). Potentially chair a Community Engagement Group;
- (g). Receive written reports from the Community Engagement Groups and track performance of the Inkster Task Force goals;
- (h). Recruit potential members for the Board of Directors as well as the Community Engagement Groups; and
- (i). Other such requests of the Executive Council.

3.06 **Resignation.** Any director may resign at any time by providing written

notice to the President/Board Chair of the Task Force. The resignation will be effective on receipt of the notice (email or USPO delivered) or at a later time designated in the notice. A successor shall be appointed as provided in section 3.07 of the bylaws.

3.07 **Removal.** Any director who shall be absent from three (3) consecutive, unexcused meetings of the board of directors shall be automatically removed from the board of directors. No notice will be provided to the director and the Executive Council shall elect a successor as provided in section 3.01 of the bylaws.

**a. Removal for cause.** A director may be removed from the board of directors if a two thirds (2/3) super majority of the directors, including the director cited for removal, vote for his or her removal for cause. Cause shall exist if a board member is derelict in his or her duties as a board member; does not adhere to the Board Member Job Description; is excessively disruptive; or in anyway does not represent the mission and vision of the Task Force. A majority vote of the directors then in office may vote to remove a fellow director that is deemed derelict in their duty. There need not be any written notice to a director being cited for removal.

3.07 **Board Vacancies.** A vacancy on the board may be filled with a person selected by the remaining directors of the board following section 3.01 of the bylaws.

3.08 **Quorum.** A majority of the directors then in office constitutes a quorum for the transaction of any business at any meeting of the Board of Directors. Actions voted on by a majority of directors present at a meeting where a quorum is present shall constitute authorized actions of the board.

## **ARTICLE IV**

### **Meetings**

4.01 **Annual Meeting.** An annual meeting shall be held each year on or before January 31. If the annual meeting is not held at that time, the Executive Council shall cause the meeting to be held as soon thereafter as is convenient. The board shall elect or reappoint the seven (7) Trustees/Officers for the Executive Council at the annual meeting and the Governance Committee will present a slate of potential board members for election to The Board of Directors. The Annual Meeting will also provide for:

- a. A report on the outcomes and metrics achieved by the Task Force in the previous year.
- b. Approval the new annual budget.
- c. A forum for community members to voice their ideas for areas of focus by the Task Force and the Community Engagement Groups
- d. A call for volunteers to serve on Community Engagement Groups
- e. A report from Community Engagement Group Chairs

4.02 **Regular Meetings of Executive Council.** The Executive Council will



meet at least 10 times a year at place and time determined by the members of the Executive Council and the schedule will set at the beginning of each fiscal year and provided to all trustees, board members and chairs of the Community Engagement Groups. An agenda will be sent in advance of the meetings to members.

- 4.03 **Special Meetings of the Executive Council.** Special meetings of the Executive Council may be called by either of the Co-Chairs at a time and place as determined by those persons authorized to call special meetings. Notice of the time and place of special meetings shall be given to each trustee in any manner, at least three (3) days before the meeting.
- 4.04 **Regular Meetings of the Board of Directors.** The Board of Directors will meet bi-monthly on a scheduled determined at the beginning of each fiscal year and published for all trustees, board members and Community Engagement Groups Chairs. The Annual Meeting will count as one the board's official meetings. The meetings will be run by one of the Co-Chairs of the Executive Council and an agenda and supporting documents will be sent to all board members then in office at least five (5) days prior to the scheduled meeting.

In order to attract and retain engaged members on the Board of Directors the board will identify meeting times and locations that will best fit the needs of working individuals and support the needs of the current board.

- 4.05 **Special Meetings of the Board of Directors.** There will be no special meetings called for the Board of Directors.
- 4.06 **Statement of Purpose.** Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Executive Council or the Board of Directors need be specified in the notice for that meeting, unless the meeting is called for the purpose of the Task Force entering into a transaction which calls for a contract, Memorandum of Understanding or a financial commitment.
- 4.07 **Meeting by Telephone or Similar Equipment.** A trustee or director may participate in a meeting by conference telephone or any similar communications equipment through which all persons participating in the meeting can hear each other. However, the Task Force is not required to provide for special equipment including phones, computers or other such devices for meeting purposes. Participation in a meeting pursuant to this section constitutes presence in person at the meeting.
- 4.08 **Consent to Task Force Actions via Silence.** The Executive Council may take action without a meeting via electronic mail ("e-mail") sent to the e-mail addresses of all trustees/officers on file with the task force, so long as no action shall be taken without seventy-two (72) hours notice of the proposed action. A trustee's failure to respond to a written request for action sent via e-mail shall be deemed an assent to the particular action so long as the e-mail request for action clearly requests a response to the

written action within seventy-two (72) hours.

## **ARTICLE V**

### **Community Engagement Groups**

5.01 **General Purpose.** The Executive Council, by resolution, may adopt by a vote of a majority of its trustees then in office, one or more Community Engagement Groups. These groups shall serve as “working” groups on topical matters chosen by the Board of Directors and ratified by the Executive Council to fulfill the goals, mission and vision of the Inkster Task Force.

#### **Community Engagement Groups May Include:**

- (a). Prevention
- (b). Employment
- (c). Education
- (d). Safety
- (e). Health
- (f). Outreach & Communication
- (g). Cross-Generational Engagement
- (h). Sustainable Community

5.02 **Composition and Term.** Each Community Engagement Group will have a Chairperson, with the preference being that the chairperson is also a member of the Board of Directors though non-board members may chair a Community Engagement Group. Each Community Engagement Group will consist of one or more directors and volunteers not on the board with skill sets that compliment the work of the group. Commitment to a Community Engagement Group is for one (1) year and there are no term limits. As long as a member makes at least fifty-percent of meetings, is engaged in the work of the group, participates at a reasonable level and is not disruptive to the group, they may continue to participate if the Chairperson so asks them back annually. Chairpersons and Community Engagement Group members are responsible for recruiting people to serve on their Group. Staff, trustees and board members may also recommend people to serve on the Community Engagement Groups with the Chairperson holding ultimate authority on composition of their Group.

5.03 **Quorum and Voting.** A 35% of individuals on the official annual list of each Community Engagement Group shall constitute a quorum of the Group. Each member of the Community Engagement Group including the Chairperson shall hold one vote. Each Group may vote on recommendations that will be made to the Board of Directors via written reports, suggests or ideas.

5.04 **Authority and Annual Goals.** Community Engagement Groups designated by the Board of Directors and ratified by the Executive Council are limited to working on the goals and responsibilities listed on their annual Charter, though they make recommendations to the Board of Directors about their scope of work and goals. No Community

Engagement Group shall have the power to amend or change its charter by vote of the Group. No Community Engagement Group will be authorized to make expenditures on behalf of the Inkster Task Force without written approval of the Board of Directors of the Executive Council.

Members of Community Engagement Groups are required to sign and adhere to member norms and rules of participation. Community Engagement Groups will strive to operate under Roberts Rules of Order.

- 5.05 **Meetings.** Community Engagement Groups shall set their meeting schedules annually in February or March following the Annual Meeting and shall provide that schedule to the Board of Directors and Staff. Minutes shall be recorded at each Group meeting and shall be presented to the Staff Liaison for the Board of Directors within ten (10) days of each official meeting.
- 5.06 **Charters and Member Norms and Rules Documents.** The Executive Council and Staff Liaison shall produce and update charters for each Community Engagement Group. These charters will provide for the goals and directives of each Group annually. Additionally, the Executive Council and Staff Liaison will produce a Member Norms and Rules documents that all Community Engagement Members must sign annually agreeing to the norms, responsibilities and restrictions of Group members.

## **ARTICLE VI**

### **TRUSTEES/OFFICERS/GOVERNANCE COMMITTEE**

- 6.01 **Co-Chairpersons.** The Co-Chairpersons shall preside at all Executive Council and Board of Director meetings. The Co-Chairs shall have the power to perform duties for the Task Force and will work to ensure engagement of the board members. If neither of the Co-Chairs is present for an official meeting or if they are unable to perform their duties, the Vice Chairs shall perform the Co-Chair duties. Duties of the Co-Chairs shall include:
- (a). Provide leadership to the Board of Directors, demonstrating the values of shared leadership.
  - (b). Be partners and work in collaboration with the Executive Council, Governance Committee and Board of Directors to advance the organization's mission.
  - (c). Encourage and lead the Board in strategic planning.
  - (d). Appoint the chairpersons of Community Engagement Groups, in consultation with other Board members.
  - (e). Serve ex officio as members of Community Engagement Groups and attend Group meetings when invited.
  - (f). Help guide and mediate Board actions with respect to organizational priorities and governance concerns.
  - (g). Act as the key ambassadors of the mission and drive the full Board to be ambassadors.



- (h). Informally evaluate the effectiveness of the Board members and discuss this with board members independently.
- (i). Evaluate annually the performance of the organization in achieving its mission in collaboration with the Board of Directors.
- (j). The Co-Chairs agree to follow the Executive Committee Charter and perform all duties incident to the office and other duties assigned by the Board of Directors.

6.02 **Staff Liaison.** The Inkster Task Force may have a staff liaison. The staff liaison may be appointed by an authorizing agency acting as the fiduciary for the Task Force or the Executive Council may appoint one if no authorizing agencies exists. The Staff Liaison will support the Executive Council in their role, helping them to achieve their goals, assisting with meeting management, communication needs, emails, software support, and collection and retention of official Task Force bylaws and minutes.

6.03 **Treasurer.** The treasurer may (a) have charge and custody over corporate funds and securities as an authorizing agency; (b) keep accurate books and records of corporate receipts and disbursements; (c) deposit all moneys and securities received by the corporation at such depositories in the corporation's name that may be designated by the board; (d) complete all required corporate filings; and (e) perform all duties incident to the office and other duties assigned by the Co-Chairs.

6.04 **Recording Secretary.** The Recording Secretary shall keep minutes of each regular and special meeting of the Executive Council and of the each regular meeting of the Board of Directors. The Recording Secretary shall also distribute minutes to the trustees and board members via their meeting packets by submitting the draft minutes to the Staff Liaison within ten (10) days of each meeting they record minutes at. If so requested by the Co-Chairs, they will also distribute the meeting agendas and supporting documents electronically to each trustee and board member at least five (5) days prior to each meeting such that trustees and board members have time to do their duty of care in reviewing documents before attending meetings. Additionally the Recording Secretary shall (a) be responsible for providing notice to each director as required by law or these bylaws; (b) be the custodian of corporate records; (c) keep a register of the names and addresses of each trustee/officer and director and annual provide the official list to all members of the Executive Council and Board or Directors; and (d) perform all duties incident to the office and other duties assigned by the Co-Chairs.

6.05 **Reporting Secretary.** The Reporting Secretary will be responsible for ensuring the production of the Annual Report for the Board of Directors and Community. Additionally the Reporting Secretary shall (a) maintain and update the website for the Inkster Task Force; (b) produce and distribute press releases; (c) with authorization of the Co-Chairs

communicate with the media or press on topics related to the Inkster Task Force; (d) ensure distribution of the Community Engagement Charters annually to the chairs of the Community Engagement Groups; and (e) perform all duties incident to the office and other duties assigned by the Co-Chairs.

6.06 **Vice Chair.** The Vice Chair will preside at meetings of the Executive Council or Board of Directors in the absence of the Co-Chairs. Additionally, the Vice Chair may chair the Governance Committee. Additionally, the Vice Chair will perform all duties incident to the office and other duties assigned by the Co-Chairs.

6.07 **Governance Committee.** The Executive Council shall require a Governance Committee to exist. The Vice Chair is the preferred chair of the Governance Committee. There shall be up to five (5) members of the Governance Committee and the composition must be made up of trustees/officers and board members. The staff liaison will support the Governance Committee. Duties of the Governance Committee shall include:

- (a). Maintain a board of director's application that can be filled out and submitted by individuals interested for consideration as members of the Board of Directors as outlined in 3.01;
- (b). Produce a slate of potential board members for election to open seats on the Board of Directors at the Annual Meeting based on each individuals value add to the Inkster Task Force, including their skills, demographics, commitment to the mission/vision and goals of the Task Force and based on their willingness to sign a *Board Member Job Description*;
- (c). Fill vacant seats on the Board of Directors following 3.01 of the bylaws when they occur;
- (d). In collaboration with the current Co-Chairs and staff liaison make recommendations annually for the slate of trustees/officers for the Executive Council, including, seeking current members willingness to continue in their current role;
- (e). Investigate and resolve Conflicts of Interest as outlined in 8.02;
- (f). Ensure and oversee regular assessments of the Board of Directors;
- (g). Review and produce policies and job descriptions for the Board of Directors, its trustees and officers;
- (h). And all other such duties as may be assigned by the Co-Chairs.

## **ARTICLE VII**

### **CORPORATE DOCUMENT PROCEDURE**

- 7.01 **Generally.** All corporate documents (including agreements, insurance contracts, checks, notes, disbursements, loans, and other debt obligations) shall not be signed by any board member, designated agent, or attorney-in-fact unless authorized by the Executive Council or by these bylaws.
- 7.02 **Limited Authority.** The Co-Chairs shall have the limited authority to bind the Inkster Task Force to transactions without board of director authority for those transactions which (a) further the Task Forces benevolent purposes, (b) are in the best interests of the Task Force and (c) do not exceed the aggregate amount of twenty-five hundred (\$2,500) dollars per transaction.

## **ARTICLE VIII**

### **INSURANCE/CONFLICTS OF INTEREST**

- 8.01 **Insurance.** The Task Force may purchase and maintain insurance on behalf of any person who (a) was or is a Director, Trustee, officer, employee, or agent of the Task Force or (b) was or is serving at the request of the Task Force as a Director, Trustee, officer, employee, or agent of another organization, partnership, joint venture, trust, or other enterprise. Such insurance may protect against any liability asserted against the person and incurred by him or her in any such capacity or arising out of his or her status as such, whether or not the Task Force would have power to indemnify against such liability under this article or the laws of the state of Michigan.
- 8.02 **Conflicts of Interest.** Any possible conflict of interest with respect to any issue on the part of any Trustee/Officer or Director shall be disclosed to the other Trustees/Offices and Directors prior to any discussion or action by the Executive Council or the Board where the issue could become a matter of action.
- 8.03 **Process.** The Task Force may request a written disclosure to all members of the Board of Directors of existing affiliations (generally, organizations in which a member of the Board of Directors is an officer or Director of other organizations or an employee of an organization). The Governance Committee may request an annual report from each Director on his/her affiliations. And the following expectations exist for all Trustees/Officers/Directors:
- (a). A conflict of interest shall be made a matter of record.
  - (b). Any Trustee/Officer/Director who has a possible conflict of interest with respect to any matter shall neither vote nor exercise any personal influence in the disposition of such matter. The minutes of the meeting

shall reflect the disclosure and the Trustee/Officer/Director's abstention from participation. A Trustee/Officer/Director may elect (or any member of the Board of Director may request) that a Trustee/Officer/Director with a conflict of interest be excused from the portion of a meeting where the matter constituting the actual or potential conflict of interest is discussed or voted upon.

(c). Although a Trustee/Officer/Director with any possible conflict of interest shall not vote or exercise personal influence in the disposition of such a matter, the Trustee/Officer/Director may report fully all pertinent knowledge about the matter and answer freely why a proposed decision or transaction could, or would not, be in the best interest of the Task Force.

(d). The Co-Chairs of the Board, or the Governance Committee, may circulate annually to all Directors such questionnaires and other forms as may be necessary to further the policy of this section.

- 8.04 **Changes in Michigan Law.** If there are any changes in the Michigan statutory provisions applicable to the organization and relating to the subject matter of this article, then the indemnification to which any person shall be entitled shall be determined by such changed provisions, but only to the extent that any such change permits the corporation to provide broader indemnification rights than such provisions permitted the organization to provide before any such change.

## **ARTICLE IX** **DISSOLUTION**

- 9.1 **Decision.** The Inkster Task Force Board of Directors, by resolution approved by two-thirds (2/3) vote of the members then in office, may elect to dissolve the Task Force.
- 9.2 **Distribution of Funds.** Under dissolution of the corporation in accord with Article IX, Section 1 hereof, any funds remaining in the Task Force's treasury shall be disbursed to such other charitable, educational or other organizations which qualify for the tax status allowed under Section 501 (c)(3) of the Internal Revenue Code as the corporation, by resolution of the Board of Directors, deems appropriate.

## **ARTICLE X** **COMPENSATION**

- 10.1 **Compensation.** When authorized by the Executive Council a person shall be reasonably compensated for services rendered to the Task Force as an officer, director, employee, agent, or independent contractor, except as prohibited by these bylaws.

**ARTICLE XI**  
**NONDISCRIMINATION**

11.1 **Nondiscrimination.** No person shall be excluded from participation in the Task Force, denied benefits of the Task Force or be otherwise subject to unlawful discrimination under any program of the Task Force on the grounds of age, sex, ethnicity, race, color, ability, religion creed, national origin, height, weight, sexual orientation, or gender identity or expression.

**ARTICLE XII**  
**FISCAL YEAR**

12.1 **Fiscal Year.** The fiscal year of the corporation shall end on December 31.

**ARTICLE XIII**  
**AMENDMENTS**

13.1 **Amendments.** The board of directors at any regular meeting may amend or repeal these bylaws, or adopt new bylaws by vote of two-thirds (2/3<sup>rd</sup>) of the directors, if notice setting forth the terms of the proposal has been given in accordance with any notice requirement for such meeting of the board.

Revisions to Bylaws:

Date\_\_\_\_\_

Chair of Bylaws Committee\_\_\_\_\_