

CrossPort Bylaws

Section 1 – Definition of Membership

- 1.1 **Voting Member:** Voting Membership in CrossPort is open to all persons over the age of 18, subject to the payment of dues or donation and approval of the membership committee. Voting membership shall be for the twelve month period starting the month payment is made.
- 1.2 To maintain “good standing”, a member must not have any outstanding fees or fines owed to CrossPort.
- 1.3 Attendance at meetings is open to those of legal voting age (18 years and older). Anyone younger than 18 years of age may attend meetings only with a written consent being in effect signed by a parent, legal guardian, or case worker having a court directive, excepting where the minor is legally emancipated.

Section 2 – Board and the Election of the Board

- 2.1 The board shall have seven members.
- 2.2 A simple majority of the board members present will constitute a quorum at board meetings
- 2.3 The term of office for all board members shall be two (2) years. Election of board members shall be held on even numbered years and commence on January 1st of the following year through December 31st of the second year of the term of office.
- 2.4 Any voting member is eligible for election to the board, provided he or she has been a voting member in good standing for at least 6 months.
- 2.5 **Resignation:** A board member may resign at any time by sending an e-mail to that effect, to all members of the board, or by submitting a letter read at a scheduled board meeting. A resignation will not be considered official until a notification is received by all board members.
- 2.6 **Replacement:** An open seat on the board can be filled by any voting member in good standing with 6 months paid membership in the organization. The board may, by a simple majority plus one, vote to waive the six month paid voting membership requirement for a replacement board candidate they feel is particularly well qualified to serve CrossPort as a board member.
- 2.7 All voting members will be notified that a seat is vacant on the board, via the *InnerView* or by e-mail or other means.
- 2.8 A voting member may volunteer in person at the next scheduled board meeting, and may be voted in to officially fill the position, by a majority of the board present. If more than one member volunteers, board members will give the candidates an opportunity to each make a statement at the board meeting, after which there will be a vote by board members, via written ballot. The candidate with the majority vote will be elected to the position.
- 2.9 **Removal of a board member:** A member of the CrossPort board may present a petition to the CrossPort board for the removal of a board member who demonstrates unreasonable lack of attendance, an inability to perform board functions, or behaviors inconsistent with good board conduct. The petition shall present a reason for the proposed removal, to which board members shall vote whether the petition shall be heard. A simple majority of attending board members is needed to admit the petition to the following board agenda. The petition, being heard at the next board meeting, where the proposed board member to be removed may rebut, will then be put to a vote by the attending board members, simple majority vote prevails.

Section 3 – Meetings of the Board

- 3.1 Board meetings are open to all members.
- 3.2 Board meetings shall be held at least quarterly.
- 3.3 Minutes of the board meetings will be published in the *InnerView* or by e-mail or other means.

Section 4 – Bylaw Changes

- 4.1 Any proposed bylaw changes shall be posted to the voting members in the *InnerView* or by e-mail or other means.
- 4.2 These bylaws may only be changed by a simple majority of the voting members, who submit their written ballots, distributed via the *InnerView* or by e-mail or other means.
- 4.3 Voting members of CrossPort may submit in writing or email, proposed changes of the Bylaws to the CrossPort board for consideration of changes to the Bylaws. The CrossPort board shall, after debate amongst the board and the approval of three board members, bring the proposed Bylaw changes to the voting membership for a majority vote to amend the existing Bylaws.

Section 5 – Finance Coordinator

- 5.1 One board member shall be the finance coordinator. This person shall be the trustee of the funds of the organization.
- 5.2 A quarterly report of income, expenditures, and current balance of funds shall be made to the board in writing, and be made available to the Voting Members upon request.
- 5.3 All voting members will receive an annual financial accounting report, published in the *InnerView* or by e-mail or other means.

Section 6 – Board Functions

- 6.1 The board shall oversee the general health and welfare of the organization.
- 6.2 The board shall promote, arrange, and facilitate support and social activities.
- 6.3 The board shall manage the month to month business of the organization and deal with new issues brought to its attention.
- 6.4 The board shall have the authority to change subscription rates and fees as circumstances demand. A simple majority vote is required. Notification to members via the *InnerView* or by e-mail or other means.
- 6.5 The board shall generate goals for the future of the organization.

Section 7 – Library

- 7.1 The library is available for use by members only.
- 7.2 A returnable deposit is required on each borrowed item.
- 7.3 Late fees shall apply to items held beyond the specified term of loan.
- 7.4 A complete list of the library contents is available on the CrossPort web page. Printed copies are available on request.