

SECTION 2. VOTING.

The President or similar chief executive officer of a member association is presumed to be the authorized representative with authority to vote at the General Council, (see Articles IV and V) and in Committees (see Article XI). No other person shall be recognized as the authorized representative unless (1) the person's name, address and contact information is included in the yearly application/renewal of membership as an alternate, and named representative is a current resident or homeowner of the member association; or (2) the Secretary and Committee Chair, as applicable, is notified in a timely fashion by the member association in writing or by email of the appointment, including name and contact information of the appointee. Permanent changes in authorized representatives, or temporary replacements, shall be made in the same manner. In order to protect the integrity of voting and promote orderly records, names must be provided on a yearly basis, including previously authorized representatives continuing in the same capacity.

SECTION 3. APPLICATION.

An exemplar membership application is attached as [Attachment B "Exemplar Membership Application"]. The same form and process is used for initial and renewal membership except that a renewal does not in ordinary course require approval by the Board of Directors or the General Council unless, upon receipt, the Secretary and a majority of the Board of Directors considers there may be a material change of circumstances or new information regarding eligibility. The authorized representative of a member may also challenge eligibility of another member by noticing intent to make such a motion at the time of Agenda Approval. (see Article V, Section 3) The application of a former member whose membership has lapsed for 3 years or less may be treated as a renewal.

An application, initial or renewal, is not complete unless it includes at a minimum name and contact information of the association president, or the person to serve as the authorized representative to the General Council, if other than the president. It is best practice to include names and contact information for all member association officers and authorized representatives to the MVCCA standing Committees.

SECTION 4. DUES.

No Additional Comment.

SECTION 5. SUSPENSION.

No Additional Comment.

SECTION 6. ASSESSMENTS.

No Additional Comment.

ARTICLE IV. GENERAL COUNCIL

No Additional Comment.

ARTICLE XI. COMMITTEES

SECTION 1. COMPOSITION.

Each MVCCA member association is entitled to one vote on each Standing Committee and is encouraged to appoint at least one authorized representative who is able and willing to attend scheduled monthly meetings and participate in the work of the Committee, with or without the assistance of an alternate, and is a current resident or homeowner in the member association. The representatives should be informed of their responsibilities:

- To supply contact information, (e-mail address and phone number), to assure they are able to receive monthly communication from the Committee Chair, such as, meeting agenda and related informational links and documents;
- To report back after each meeting to their Association President and/or General Council authorized representative, on Committee actions and recommendations for General Council consideration, and whenever possible, to seek information and perspectives from their community in a manner consistent with their associations' structure, to ascertain preferences and desires in consideration of pending issues and votes.
- Read the MVCCA RECORD each month.

SECTION 2. STANDING COMMITTEES.

These Committees are essential to the purposes and work of the MVCCA. Through their active and consistent participation, authorized representatives identify community concerns and needs, examine these from multiple perspectives and in the light of the best information available, and make an effort to reach a consensus on goals and actions that may contribute to mutual respect and community well-being. The Committees are the source of Resolutions that are offered for the consideration of the General Council.

The July meeting of each Standing committee should be an organizational meeting. The Committee's goals and objectives for the year ahead should be developed and recorded for publication in the next (September) RECORD. Also, the Committee's may choose to schedule monthly meeting dates for the year and to review and recommend updates to the Committee's Page on the MVCCA web site.

SECTION 3. COMMITTEE CHAIRS.

Committee Chairs, in fulfilling the responsibilities described in the Bylaws should:

Appoint a Vice-Chair, or other committee member, to act on their behalf during his/her temporary absence. The Committee Chair may also appoint a Vice-Chair to assist in the management of his/her Committee for as long as needed;

- A. Maintain an accurate member list and attendance record, communicate to their members in advance, the proposed agenda for the next committee meeting; and whenever possible include in the published minutes information about subjects for the next committee meeting;
- B. Assure an open, orderly and informative discussion with participation from all representatives, and also – at the discretion of the Chair – from invited public officials, experts and residents in the area;