

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
GOVERNING DOCUMENTS AMENDMENTS**

The AR&LW Steering Committee will propose members attending and voting at the telephonic Annual Meeting approve amending the Association's Constitution and By-Laws as herein set forth. The telephonic meeting will be held on Wednesday, November 1, 2017 at 4:00 p.m. EDT, 3:00 p.m. CDT, 2:00 p.m. MDT, 1:00 p.m. PDT. The changes being recommended by the Steering Committee are intended to remove provisions which are no longer relevant or have not previously been implemented, clarify the intent of provisions, and provide for operational flexibility.

The first columns of the sections below include the text of the Constitution articles proposed to be amended and the full current text of the By-Laws. Language to be deleted is indicated by strikethrough. The second columns, with new text underlined, is the text as it would be if amended. Rationale for the changes is presented in the third columns.

Comments and suggestions prior to the Annual Meeting with respect to the proposed amendments will be welcomed by the Steering Committee; they should be addressed to the Secretary-Treasurer at ContactARLW@gmail.com or P.O. Box 526, Carlisle, PA 17013-0526.

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
CONSTITUTION PROPOSED AMENDMENTS**

As Adopted July 8, 2004, and Amended July 8, 2006

Proposed Text As Amended

Rationale

Article 7: Incorporation	Article 7: Incorporation	
<p>By majority vote of the members present and entitled to vote at its annual meeting either before or after the adoption of this Article, the Association may be incorporated as a not for profit corporation in whatever state or province may be selected by the Steering Committee. Notwithstanding anything herein to the contrary, in the event the Association is incorporated, the Steering Committee is authorized to make such changes in the official name of the Association as may be necessary to comply with the statutes, rules, and regulations of the state or province in which it is incorporated. In the event the Association is incorporated, the Presiding Member shall be the President of the Corporation, the Assistant Presiding Member shall be the Vice-President of the Corporation, and the Secretary-Treasurer shall be the Secretary and Treasurer of the Corporation, and the Steering Committee shall be the Board of Directors. The registered office and principal place of business of the Corporation shall be the business address of the Secretary-Treasurer, who shall also be the registered agent. In the event</p> <p>the Association is incorporated, it is hereby authorized to receive donations of funds and property, both real and personal, for the furtherance of its purposes. At the discretion of the Steering Committee, funds received as donations or dues or otherwise may be invested and property may be sold or converted to cash.</p>	<p>7.1. <u>The Association is incorporated in the State of Nevada as a not for profit corporation.</u></p> <p>7.2. The Presiding Member shall be the President of the Corporation, the Assistant Presiding Member shall be the Vice-President of the Corporation, the Secretary-Treasurer shall be the Secretary and Treasurer of the Corporation, and the Steering Committee shall be the Board of Directors <u>of the Corporation.</u></p> <p>7.3. The principal place of business of the Corporation shall be the address of the Secretary-Treasurer <u>or such place as may be selected by the Steering Committee.</u></p> <p>7.4. <u>The registered office of the Association shall be a commercial or noncommercial agent as required by the State of Nevada selected by the Secretary-Treasurer.</u></p> <p>7.5. The Association is authorized to receive donations of funds and property, both real and personal, for the furtherance of its purposes.</p> <p>7.6. At the discretion of the Steering Committee, funds received as donations or dues or otherwise may be invested and property may be sold or converted to cash.</p>	<p>Subsections numbered for clarity.</p> <p>The Association was incorporated as a nonprofit corporation in the State of Nevada in 2006; therefore, provisions for potential incorporation are no longer relevant.</p> <p>Symmetry of the section.</p> <p>The Secretary-Treasurer may not have a business address. Allows Steering Committee to designate an alternate place of business if necessary or required.</p> <p>The State of Nevada requires having a registered agent domiciled in the State.</p>

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
CONSTITUTION PROPOSED AMENDMENTS**

As Adopted July 8, 2004, and Amended July 8, 2006

Proposed Text As Amended

Rationale

Article 8: Amendments	Article 8: Amendments	
<p>Amendments to this constitution may be proposed by any member of the Association, but must bear the signature of at least three (3) members in good standing. Such proposed amendments must be received by the Secretary-Treasurer not less than ninety (90) days prior to the annual meeting of the Association.</p> <p>The Secretary-Treasurer shall advise the Steering Committee of all proposed amendments. He or she shall then notify the membership of the proposed amendment(s) in writing or by electronic mail to the membership at least sixty (60) days before the annual meeting of the Association.</p> <p>Approval of amendments requires support by a two-thirds (2/3) majority of the members present and voting.</p>	<p>8.1. Amendments to this constitution may be proposed by any member of the Association, but must bear the signature of at least three (3) members in good standing. Such proposed amendments must be received by the Secretary-Treasurer not less than ninety (90) days prior to the <u>meeting at which they will be considered.</u></p> <p>8.2. The Secretary-Treasurer shall advise the Steering Committee of all proposed amendments. He or she shall then notify the membership of the proposed amendment(s) <u>via electronic or print media no less than thirty (30) days prior to the meeting at which they will be considered.</u></p> <p>8.3. Approval of amendments requires support by a two-thirds (2/3) majority of the members present and voting <u>and members voting by paper or electronic ballot</u></p>	<p>Section numbered for clarity.</p> <p>Allow for amendments at a meeting other than the annual meeting.</p> <p>Notification method changed to allow email or newsletter notification. Time period shortened to add notification flexibility. Allow for amendments at a meeting other than the annual meeting.</p> <p>Include voting by paper or email ballot as there is no one event where all members may be physically in attendance.</p>
<p>Article 9: Bylaws</p> <p>The Association shall be further governed by bylaws adopted by a simple majority vote of those present and voting at the annual meeting of the Association.</p>	<p>Article 9: Bylaws</p> <p>The Association shall be further governed by bylaws adopted by a simple majority vote of the members present and voting <u>and members voting by paper or electronic ballot at the meeting at which they will be considered.</u></p>	<p>Include voting by paper or email ballot as there is no one event where all members are physically in attendance.</p> <p>Allow for amendments at meetings other than an annual meeting.</p>

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
BY-LAWS PROPOSED AMENDMENTS
Proposed Text As Amended**

As Adopted July 8, 2006

Rationale

1. Membership	1. Membership	
<p>1.1 Individual Member</p> <p>1.1.1 An “Individual Member” is one who subscribes to the mission and vision of AR&LW and who has paid her/his annual dues.</p> <p>1.2 Institutional Member</p> <p>1.2.1 An “Institutional Member” is a congregation or other institution that subscribes to the mission and vision of AR&LW that has designated a representative from that institution and that has paid its annual dues. It shall be the responsibility of the official board of the institution to notify the Association in writing of its designated representative and any change of designated representative. For the purpose of speaking in Association meetings and voting, the designated representative or the individual last specified as of thirty (30) days prior to such meeting or vote shall act for the institution.</p> <p>1.2.2 An Institutional Member, through its representative, shall have one vote in the annual meeting of AR&LW. That representative shall be the liaison with the institution in all matters of decision-making and communication, including notice of meetings, and proposed amendments.</p> <p>1.3 Election and appointment of members to Association service</p> <p>1.3.1 Both Individual and Institutional Member representatives may serve in elected or appointed positions in the Association.</p>	<p>1.1 Individual Member</p> <p>1.1.1 An “Individual Member” is one who subscribes to the mission and vision of AR&LW and who has paid her/his annual dues.</p> <p>1.2 Institutional Member</p> <p>1.2.1 An “Institutional Member” is a congregation or other institution that subscribes to the mission and vision of AR&LW that has designated a representative from that institution and that has paid its annual dues. It shall be the responsibility of the official board of the institution to notify the Association in writing of its designated representative and any change of designated representative. For the purpose of speaking in Association meetings and voting, the designated representative or the individual last specified as of thirty (30) days prior to such meeting or vote shall act for the institution.</p> <p>1.2.2 An Institutional Member, through its representative, shall have one vote <u>at meetings</u> of AR&LW. That representative shall be the liaison with the institution in all matters of decision-making and communication, including notice of meetings, and proposed amendments.</p> <p>1.3 Election and appointment of members to Association service</p> <p>1.3.1 Both Individual and Institutional Member representatives may serve in elected or appointed positions in the Association.</p>	<p>Proposed Constitution amendment provides for amendments at meetings other than the annual meeting.</p>

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
BY-LAWS PROPOSED AMENDMENTS
Proposed Text As Amended**

As Adopted July 8, 2006

Rationale

As Adopted July 8, 2006	Proposed Text As Amended	Rationale
<p>2. Meetings and Quorum 2.1 The quorum for the annual meeting shall be ten (10) members.</p> <p>3. Nomination, Election and Terms of Officers</p> <p style="padding-left: 20px;">3.2.4 The Presiding Member, with the approval of the Steering Committee, shall annually appoint a Nominating Committee of three members at least three months before the annual meeting of the Association. The names of nominees shall be circulated to the membership before the annual meeting.</p> <p style="padding-left: 20px;">3.1 Delegates 3.1.1 Six (6) members of the Association shall serve on the Steering Committee, together with the</p>	<p>2. Meetings and Quorum 2.1 The quorum for the annual meeting and <u>meetings at which business of the Association is to be conducted</u> shall be ten (10) members.</p> <p>3. Nomination, Election and Terms of Office 3.1 <u>Nominating Committee</u> 3.1.1 The Presiding Member, with the approval of the Steering Committee, shall annually appoint a Nominating Committee of three members at least three months before the annual meeting of the Association. 3.1.2 The Committee shall nominate from among the members in good standing persons to fill Steering Committee expiring terms and vacancies and persons to serve as Presiding Member and Assistant Presiding Member. Any member may provide recommendations to the Committee. 3.1.3 Any two (2) members of the Association in good standing may nominate one or more persons to serve on the Steering Committee or as Presiding Member and Assistant Presiding Member by submitting their nomination to the Secretary-Treasurer at least thirty (30) days prior to the annual meeting. 3.1.4 The names of nominees shall be circulated to the membership before the annual meeting.</p> <p>3.2 <u>Steering Committee</u> 3.2.1 Six (6) members of the Association shall serve on the Steering Committee, together with the</p>	<p>Proposed Constitution amendment provides for voting at meetings other than the annual meeting.</p> <p>Correct section title. Sections renumbered Separately set forth the provisions relating to the Nominating Committee.</p> <p>Nominating Committee duties not previously defined.</p> <p>Adds provision for making nomination recommendations. Formalizes procedures for nominations which previously could be made from the floor (see current Section 3.2.1) as members may not be able to attend the annual meeting in person.</p> <p>Moved from Section 3.2.4.</p> <p>Title should reflect the subject matter.</p>

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
BY-LAWS PROPOSED AMENDMENTS**

As Adopted July 8, 2006

Proposed Text As Amended

Rationale

<p>Secretary-Treasurer and the most recent past President who is willing and able to serve. The latter two serve <i>ex officio</i> with voice and vote.</p>	<p>Secretary-Treasurer and the most recent past <u>Presiding Member, other than the current Presiding Member</u>, who is willing and able to serve. The latter two serve <i>ex officio</i> with voice and vote.</p>	<p>The Steering Committee officer title is “Presiding Member”, not “President”. The most recent past Presiding Member should not be a person elected to succeed themselves as Presiding Member.</p>
<p>3.1.2 At the first annual meeting of the Association, two (2) of the six members shall be elected for a term of one year, two for terms of two years, and two for terms of three years. Thereafter, two members shall be elected at each annual meeting to serve terms of three years. Members of the Steering Committee may be elected for one additional term, but no member shall serve more than a total of two full consecutive terms.</p>	<p>3.2.2 Two members shall be elected at each annual meeting to serve terms of three years. Members of the Steering Committee may be elected for one additional term, but no member shall serve more than a total of two full consecutive terms.</p> <p>3.2.3 <u>A member shall be elected at each annual meeting to fill the remaining term of a member who has not completed his or her term on the Steering Committee.</u></p>	<p>Provisions relating to the first annual meeting are no longer relevant.</p> <p>To conform to the practice of electing replacements at the next annual meeting.</p>
<p>3.2 Officers</p> <p>3.2.1 A Presiding Member and an Assistant Presiding Member shall be elected from the number of Steering Committee members. Nominations may be made from the floor.</p> <p>3.2.2 The Presiding Member and Assistant Presiding Member each shall serve terms of one year. They may be reelected until their term on the Steering Committee expires.</p> <p>3.2.3 The Secretary-Treasurer shall be elected to a three-year term, with no limit on re-elected terms.</p> <p>3.2.4 The Presiding Member, with the approval of the Steering Committee,</p>	<p>3.3 Officers</p> <p>3.3.1 A Presiding Member and an Assistant Presiding Member shall be elected from the number of Steering Committee members.</p> <p>3.3.2 The Presiding Member and Assistant Presiding Member each shall serve terms of one year. They may be reelected until their term on the Steering Committee expires.</p> <p>3.3.3 The Secretary-Treasurer shall be elected to a three-year term, with no limit on re-elected terms.</p> <p>3.3.4 The Presiding Member, with the approval of the Steering Committee,</p>	<p>New Section 3.1.3 formalizes procedures for nominations as members may not be able to attend the annual meeting in person.</p>

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
BY-LAWS PROPOSED AMENDMENTS**

As Adopted July 8, 2006

Proposed Text As Amended

Rationale

<p>shall annually appoint a Nominating Committee of three members at least three months before the annual meeting of the Association. The names of nominees shall be circulated to the membership before the annual meeting.</p> <p>3.3 Vacancies among Officers and Delegate positions shall be filled by appointment by the Presiding Member in consultation with the members of the Steering Committee, except that, in the case of vacancy in the office of Presiding Member, the Assistant Presiding Member shall become Presiding Member for the remainder of that term. In such case, he or she shall appoint a new Assistant Presiding Member in consultation with the members of the Steering Committee.</p> <p>4. The Steering Committee</p> <p>4.1 Responsibilities</p> <p>4.1.1 The Steering Committee shall have the responsibility for scheduling and planning the annual meeting, giving adequate notice of the time and place of that meeting to the membership.</p> <p>4.1.2 The Steering Committee shall develop, authorize, facilitate and/or schedule other program opportunities, meetings and events as are advisable for the welfare of the Association and the accomplishment of its purpose.</p> <p>4.1.3 The Steering Committee shall establish an annual membership dues structure.</p> <p>4.1.4 The Steering Committee shall take such steps as are necessary to</p>	<p>shall annually appoint a Nominating Committee of three members at least three months before the annual meeting of the Association. The names of nominees shall be circulated to the membership before the annual meeting.</p> <p>3.4 Vacancies among <u>the Steering Committee and</u> Officer positions shall be filled <u>until the next annual meeting</u> by appointment by the Presiding Member in consultation with the members of the Steering Committee, except that, in the case of vacancy in the office of Presiding Member, the Assistant Presiding Member shall become Presiding Member for the remainder of that term. In such case, he or she shall appoint a new Assistant Presiding Member in consultation with the members of the Steering Committee.</p> <p>4. The Steering Committee</p> <p>4.2 Responsibilities</p> <p>4.2.1 The Steering Committee shall have the responsibility for scheduling and planning the annual meeting, giving adequate notice of the time and place of that meeting to the membership.</p> <p>4.2.2 The Steering Committee shall develop, authorize, facilitate and/or schedule other program opportunities, meetings and events as are advisable for the welfare of the Association and the accomplishment of its purpose.</p> <p>4.2.3 The Steering Committee shall establish an annual membership dues structure.</p> <p>4.2.4 The Steering Committee shall take such steps as are necessary to</p>	<p>To conform to the Section 3.1 change. To conform to the practice of electing replacements at the next annual meeting.</p>
---	--	--

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
BY-LAWS PROPOSED AMENDMENTS**

As Adopted July 8, 2006

Proposed Text As Amended

Rationale

<p>establish the Association as a non-profit entity exempt from income and sales tax, and contributions to which may be deductible.</p> <p>4.1.5 The Steering Committee is authorized to seek such funding in gifts and grants as may further the work of the Association.</p> <p>4.1.6 The Steering Committee is authorized to establish whatever committees are deemed necessary for the welfare of the Association and the accomplishment of its purpose.</p> <p>4.1.7 The Steering Committee will authorize and empower persons to be signatories for checks written by the Association.</p> <p>4.2 Structure</p> <p>4.2.1 The Steering Committee shall collaboratively assign duties to the members of the Committee.</p> <p>4.2.2 Steering Committee members and officers may be assigned the following and other tasks as the Steering Committee deems appropriate:</p> <p>4.2.2.1 Membership Secretary (reports to the Secretary-Treasurer)</p> <p>4.2.2.2 Financial Secretary (reports to the Secretary-Treasurer)</p> <p>4.2.2.3 Annual Meeting Planning Chairperson</p> <p>4.2.2.4 Worship Chairperson</p> <p>4.2.2.5 Local Arrangements</p> <p>4.2.2.6 Communications (Web site, news releases, announcements, newsletters, etc.)</p>	<p><u>maintain</u> the Association as a non-profit entity exempt from income tax, and contributions to which may be deductible.</p> <p>4.2.5 The Steering Committee is authorized to seek such funding in gifts and grants as may further the work of the Association.</p> <p>4.2.6 The Steering Committee is authorized to establish whatever committees are deemed necessary for the welfare of the Association and the accomplishment of its purpose.</p> <p>4.2.7 The Steering Committee <u>may</u> authorize and empower <u>one or more persons in addition to the Secretary-Treasurer to carry out the provisions of Sections 5.3.6 and 5.3.7.</u></p> <p>4.3 Structure</p> <p>4.3.1 The Steering Committee shall collaboratively assign duties to the members of the Committee.</p>	<p>Responsibility is to maintain what has been established previously. Nonprofits may be required to collect sales tax.</p> <p>Proposed amended Section 5.3.6 sets forth the responsibility for financial institution relationships not previously included in the bylaws. Amended Section 4.1.7 allows for additional persons to be involved in banking functions.</p> <p>Listing suggested tasks, which historically have not been formally assigned to Steering Committee members and officers, adds unnecessary provisions to the by-laws and the specified reporting relationships many not be appropriate.</p>
---	--	--

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
BY-LAWS PROPOSED AMENDMENTS
Proposed Text As Amended**

As Adopted July 8, 2006

Rationale

<p>4.2.2.7 Proceedings Editor 4.2.2.8 Meeting Registrar</p> <p>5. Duties of the Officers and of Committees</p> <p>5.1 The Presiding Member</p> <p>5.1.2 The Presiding Member shall preside at all meetings of the Association and of the Steering Committee and shall speak for the Association in matters of communication with members, institutions, church governing bodies, denominational worship offices, and other church-related entities and agencies, except as he or she may delegate to other Officers and members, ordinarily after consultation with the Steering Committee.</p> <p>5.1.2 The Presiding Member, in consultation with the Secretary-Treasurer, shall appoint a Financial Administrator for the Association.</p> <p>5.1.3 The Presiding Member shall name an audit committee each year to perform a financial review.</p> <p>5.2 The Assistant Presiding Member</p> <p>5.2.1 The Assistant Presiding Member shall preside at the meetings of the Association and of the Steering Committee in the absence of the Presiding Member, or, with regard to particular items of business, at the invitation of the Presiding Member, and shall perform other duties as delegated by that person.</p> <p>5.2.2 The Assistant Presiding Member will assist the Presiding Member in all matters.</p> <p>5.3 The Secretary-Treasurer</p>	<p>5. Duties of the Officers and of Committees</p> <p>5.2 The Presiding Member</p> <p>5.1.1 The Presiding Member shall preside at all meetings of the Association and of the Steering Committee and shall speak for the Association in matters of communication with members, institutions, church governing bodies, denominational worship offices, and other church-related entities and agencies, except as he or she may delegate to other Officers and members, ordinarily after consultation with the Steering Committee.</p> <p>5.2 The Assistant Presiding Member</p> <p>5.2.1 The Assistant Presiding Member shall preside at the meetings of the Association and of the Steering Committee in the absence of the Presiding Member, or, with regard to particular items of business, at the invitation of the Presiding Member, and shall perform other duties as delegated by that person.</p> <p>5.2.2 The Assistant Presiding Member will assist the Presiding Member in all matters.</p> <p>5.3 The Secretary-Treasurer</p>	<p>Section number corrected.</p> <p>Historically, Section 5.1.2 has not been implemented.</p> <p>Historically, Section 5.1.3 has not been implemented.</p>
--	---	--

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
BY-LAWS PROPOSED AMENDMENTS**

As Adopted July 8, 2006

Proposed Text As Amended

Rationale

<p>5.3.1 The Secretary-Treasurer shall record and archive all official proceedings of the Association and shall be the chief financial officer of the Association.</p> <p>5.3.2 The Secretary-Treasurer shall make and archive the minutes of meetings of the Steering Committee.</p> <p>5.3.3 The Secretary-Treasurer shall maintain and archive written records of all meetings and all financial transactions of the Association.</p> <p>5.3.4 The Secretary-Treasurer shall establish, manage and maintain accounts as necessary to fulfill the business of the Association.</p> <p>5.3.5 The Secretary-Treasurer shall make available to the Steering Committee upon request, the records required to be maintained by that office, in a reasonable and timely fashion.</p> <p>5.3.6 The Secretary-Treasurer will receive and deposit moneys, receive requests for disbursements, and will prepare checks, but will not be a signatory on those checks. Checks will be signed by the Presiding Member and/or the person(s) designated by the Steering Committee.</p> <p>5.4 The Financial Administrator</p> <p>5.4.1 A Financial Administrator shall be appointed by the Presiding Member</p>	<p>5.3.1 The Secretary-Treasurer shall record and archive all official proceedings of the Association and shall be the chief financial officer of the Association.</p> <p>5.3.2 The Secretary-Treasurer shall make and archive the minutes of meetings of the Steering Committee.</p> <p>5.3.3 The Secretary-Treasurer shall maintain and archive written records of all meetings and all financial transactions of the Association.</p> <p>5.3.4 The Secretary-Treasurer shall establish, manage and maintain accounts as necessary to fulfill the business of the Association.</p> <p>5.3.5 The Secretary-Treasurer shall make available to the Steering Committee upon request, the records required to be maintained by that office, in a reasonable and timely fashion.</p> <p>5.3.6 The Secretary-Treasurer shall establish and maintain the Association's relationships with financial institutions including being signatory for checks written by the Association.</p> <p>5.3.7 The Secretary-Treasurer will receive and deposit moneys, receive requests for disbursements, and will prepare <u>disbursements and</u> checks.</p>	<p>Sets forth the responsibility for financial institution relationships not previously included in the bylaws.</p> <p>Electronic banking does not provide for one person stating the disbursement process and a second person completing (signing) the disbursement. Further, dual check processing responsibilities may preclude timely payment of obligations.</p> <p>A proposed amendment deletes Section 5.1.2 which provides for the appointment of a Financial Administrator.</p>
--	---	--

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
BY-LAWS PROPOSED AMENDMENTS
Proposed Text As Amended**

As Adopted July 8, 2006

Rationale

<p>in consultation with the Secretary-Treasurer to administer the financial affairs of the Association.</p> <p>5.4.2. The Financial Administrator shall ordinarily be the designee as a signatory for disbursements of funds. The Financial Administrator is authorized to disburse funds only upon receipt of invoices or documented requisition requests for expenses incurred in accordance with the adopted budget. Expenses that do not appear to have been anticipated in the adopted budget, or that would exceed the particular line item of the budget, shall be remitted or reimbursed only upon the approval of the Administrative Committee.</p> <p>5.5 The Administrative Committee</p> <p>5.5.1 The Administrative Committee may co-opt the Financial Administrator together with such other members and non-members, without vote.</p> <p>5.5.2 The Administrative Committee shall always be guided by the policies of these bylaws and the decisions of the Steering Committee.</p> <p>5.5.3 The Administrative Committee, in consultation with the Steering Committee, shall be responsible for developing an annual budget of anticipated revenues and expenditures to be presented for adoption at the annual meeting.</p> <p>5. Amendments to these Bylaws These bylaws may be amended at the annual meeting of the AR&LW by a majority vote of the</p>	<p>5.4 The Administrative Committee</p> <p>5.4.1 The Administrative Committee may co-opt such other members and non-members, without vote.</p> <p>5.4.2 The Administrative Committee shall always be guided by the policies of these bylaws and the decisions of the Steering Committee.</p> <p>6. Amendments to these Bylaws These bylaws may be amended by a simple majority vote of the members present and voting</p>	<p>The proposed amendment of Section 5.3.6 vests signatory for disbursements in the Secretary-Treasurer.</p> <p>The adoption of budgets against which expenses might be compared has never been implemented.</p> <p>Renumber due to former Section 5.4 deletion. Proposed amendments delete Section 5.1.2 which provides for the appointment of a Financial Administrator.</p> <p>Developing of annual budgets for adoption at the annual meeting has never been implemented.</p> <p>Correct numbering sequence. Include voting by paper or email ballot as there is no one event where all members are</p>
---	--	---

**ASSOCIATION FOR REFORMED & LITURGICAL WORSHIP
BY-LAWS PROPOSED AMENDMENTS**

As Adopted July 8, 2006

Proposed Text As Amended

Rationale

<p>total number of members present and voting.</p> <p>6. Robert's Rules of Order In matters not covered in these bylaws, <i>Roberts Rules of Order Newly Revised</i> shall be followed.</p>	<p><u>and members voting by paper or electronic ballot at the meeting at which the amendments will be considered.</u></p> <p>7. Robert's Rules of Order In matters not covered in these bylaws, <i>Roberts Rules of Order Newly Revised</i> shall be followed.</p>	<p>physically in attendance. Allow for amendments at meetings other than an annual meeting.</p> <p>Correct numbering sequence.</p>
---	---	--