

## Proposed Changes/Edits to the SHAPE Montana Constitution and By-Laws

Changes would occur to the 2018 Revised Edition

### **Article IV – Government, Section 2**

#### *Section 2*

The officers shall consist of President, President-Elect, Past President, Treasurer and Board Members. All are elected as provided for in the Bylaws. The number of board members shall be determined as provided for in the Bylaws. In addition to the elected officials, a secretary, ~~state Jump/Hoops Coordinator~~ and Executive Director shall be appointed.

### **Article V – Executive Board/Board of Directors, Section 2**

#### *Section 2*

The SHAPE Montana Board of Directors shall consist of 11 voting members: President, President-Elect, Past President, Treasurer, ~~State Jump/Hoops for Heart Coordinator~~, Student Representative and 5 Board Members. The Board shall also consist of the following non-voting members; Secretary, Executive Director.

### **Article IX – Appointed Positions, Section 3**

#### **Jump Rope/Hoops for Heart State Coordinator**

~~The Jump/Hoops State Coordinator will be appointed by the President with the approval of the Board. This person must be a member of SHAPE America. The State Coordinator will direct SHAPE Montana's involvement in Jump/Hoops for Heart and serve as the primary liaison with the American Heart Association Affiliate/Montana Youth Market Director. This person will communicate with the membership about Jump/Hoops Programs, Event Planning and Grant Opportunities.~~

Rationale: Last summer, the American Heart Association and SHAPE America ultimately dissolved the Jump and Hoops for Heart Programs, a shared project. With this, there is no longer the need for a State Jump/Hoops Coordinator, therefore we will need to remove all instances of this from our Constitution.

Changes due to restructuring of jobs in the organization

### **Article IX – Appointed Positions, Section 4**

#### *Section 4*

#### **Newsletter Editor**

~~The Newsletter Editor will be appointed, when appropriate, by the President with Board approval. This person will be responsible for preparing and publishing the SHAPE Montana newsletter.~~

Rationale: This position has been transferred to a standing committee, so there is no need for this position any longer.

### **Article XIII – Annual Convention, Section 3**

#### *Section 3*

The annual conference will be conducted under the general supervision of the ~~Convention Manager, when appropriate.~~ The program and schedule will be coordinated by the Past-President and the Conference Planning Committee

*Change:*

*Section 3*

The annual conference will be conducted under the general supervision of the Executive Director and Past-President. The program and schedule will be coordinated by the Executive Director, Past-President, and the Conference Planning Committee.

Rationale: We have moved to having the Executive Director doing the scheduling and playing a large role in the conference, so the addition is needed.

**Article VI – Officers**

In each of the outlined board positions, the following language will be added in an attempt to clarify the duties and expectations of serving on the board:

- Attend all meetings of SHAPE Montana
- Be a member of SHAPE Montana and SHAPE America
- All other duties as outlined in the Operating Codes.

In addition to that, for the President, Past-President, and President-elect the following will be added:

- Attempt to procure presenters for annual conference

In addition, for the Treasurer, the following will be added:

- Work with Executive Director in an ongoing basis, on financial matters, budgeting and investing.

Lastly, we would add the Executive Director duties as Section 8

*Section 8*

**Executive Director--Duties**

- Attend all meetings of SHAPE Montana
- Be a member of SHAPE Montana and SHAPE America
- Shall serve in an advisory, informational record keeping and public relations capacity, which will insure the continuity and continued progress of SHAPE Montana.
- Provide and promote fund-raising activities for SHAPE Montana on an ongoing basis, and assist the Treasurer in investing and budgeting for activities.
- be an ex-officio member of all committees.
- Attempt to procure presenters for annual conference
- Prepare the schedule for annual convention, in cooperation with the Past President (Convention Manager)
- File all necessary paperwork for SHAPE Montana This includes but is not limited to the yearly fee paid to the Secretary of State of Montana to maintain SHAPE Montana's non profit status

- Be responsible for all communication of SHAPE Montana being disseminated to Board Members and then to Membership if approved by the Board.
- All other duties as outlined in the Operating Codes.