By-Laws Committee
Resolution to Amend By-Laws
Tres Dias of North Georgia
April 2017

To: The Community of Tres Dias of North Georgia

From: The Secretariat of Tres Dias of North Georgia

Subject: Resolution to Amend the By-Laws of Tres Dias of North Georgia, Inc.

In accordance with **Section 7.4** of the Tres Dias of North Georgia By-Laws the following Resolution to Amend the By- Laws of TDNG are submitted to the TDNG Community for their review. Members of the Community who would like to comment or discuss the amendments listed below, please reply to George Flury at: chairman@tdng.org

The original wording of each section of the By-Laws are in black, followed by the amendments highlighted in red.

5.4 The Secretariat will operate under abridged Robert's Rules of Order unless explicitly stated otherwise. The rules contained in this document shall govern TRES DIAS OF NORTH GEORGIA, INC. in all cases in which they are not inconsistent with the by-laws of TRES DIAS OF NORTH GEORGIA, INC.

Section 5.4 – remove the word "abridged" from Robert's Rules of order.

6.5.2 Positions:

✳ **Chairperson**: A person who has previously served in a Secretariat position, and has served as a Rector on a TDNG Weekend. The person will have served on at least three (3) Weekends, one of which should have been in TDNG in the past three (3) years. The chairperson must also demonstrate committee leadership capabilities and organizational skills.

✳ **Administrative Assistant**: Same qualifications as Chairperson.

✳ **Secretary-Treasurer**: This may be one person or a married couple or split into two offices.

✳ **Leaders**: Four individual persons (one male and one female for the Alpha team and one male and one female for the Omega team.) All candidates for the Leader's position must be former Rectors.

✳ **Pre-Weekend**: Two (2) Married couples.
- One couple for the Alpha team and one couple for the Omega team.

- **Weekend**: Two (2) Married couples or one (1) Married couple and a single person for the Alpha team and Omega team, respectively.

✳ **Post-Weekend / Fourth Day**: Four singles (4) or two (2) married couples.
- Two (2) people for the Alpha team and two (2) people for the Omega Team.

✳ **Spiritual Director**: One person who is ordained or fully licensed Minister. Must be in active Christian Ministry.

✳ **Palanca**: Two (2) married couples.
- One couple for the Alpha team and one couple for the Omega team.

✳ **Food Management**: Two (2) married couples.
- One couple for the Alpha team and one couple for the Omega team.

✳ **Newsletter**: Single person or married couple.

✳ **Database Manager**: One person.

✳ **Document Control Manager**: One person or may be assigned to the Secretary or Administrative Assistant.

✳ **Webmaster/Tech Support Manager**: One person.

Section 6.5.2 – Remove "*" for all voting positions and leave only those for non-voting positions.

- Add footnote at bottom of Page 4 that states " * These are non-voting positions."

6.6 Voting of the Secretariat. Each position of the Secretariat shall have one vote with the exception of the Chairperson, Administrative Assistant, Database Manager, Newsletter Editor, Document Control Manager and Spiritual Director (because, by qualification requirements the Spiritual Director is not a "Layman"). The Chairperson (or in the absence of the Chairperson the Administrative Assistant) will vote only in the event of a tie. A quorum shall be 2/3 of all voting positions.

Section 6.6 – Rework as follows: Voting of the Secretariat. A quorum shall be 2/3 of all voting positions. **ADD Section 6.6.1.** Each position of the Secretariat shall have one vote with the exception of the Database Manager, Newsletter Editor, Document Control Manager and Spiritual Director…" (removed Chairperson and Vice Chair).

6.7 Term of Office. Positions on the Secretariat will be held for three (3) years. The position being vacated will be replaced at the two and a half (2.5) year mark. They will train the last six (6) months. The "in transition" member will be non-voting for the first six (6) months. Unexpired terms shall be filled by appointment of the Secretariat.

Section 6.7 – Consolidate as follows: Term of Office. Positions on the Secretariat will be held for three (3) years. Replacements will begin training 6 months prior to the start of their term.

6.7.1 Exceptions to Standard Term of Offices:

a) The Spiritual Director may succeed himself/herself with a vote of confidence from the Secretariat.
b) The Database Manager and Newsletter Editor shall serve a four (4) year term with the option to continue in the position with a vote of confidence by the Secretariat. In the event that the Database Manager resigns his/her position he/she will give a one (1) year notice.
c) The Document Control Manager shall serve a four (4) year term with the option to continue in the position with a vote of confidence by the Secretariat. In the event that the Database Manager resigns his/her position he/she will give a one (1) year notice.

Section 6.7.1.c – Correction: "In the event the **Document Control Manager** resigns…etc."

Section 6.7.1.d – ADDING "d)" to read: Positions vacated prior to its term completion shall be replaced by majority vote of the current positions.

6.8 Notification of Vacancies. Secretariat position vacancies shall be announced to the Community at a public gathering, in the newsletter and on the web site. Nominees for the positions other than Chairperson, Administrative Assistant, Spiritual Director, Database Manager and Document Control Manager shall be solicited from the Community. Election of members of the Secretariat shall be by a quorum of the current Secretariat membership.

Section 6.8 – Reword this section as follows: Notification of Vacancies. Secretariat position vacancies shall be announced to the Community at a public gathering or in the newsletter and on electronic media. Election of positions to the Secretariat shall be by the current Secretariat positions.

6.9 Eligibility for the Secretariat. Any Pescadore active in the community is generally eligible for nomination to a Secretariat position. Specific requirements for eligibility for a position shall be defined in the Policies and Practices of the TRES DIAS OF NORTH GEORGIA, INC. No individual or couple may occupy more than one position on the North Georgia Secretariat, and also may not occupy a position on the Secretariat/Board of any other Tres Dias chapter, Cursillo, Emmaus or Vida Nueva community.

Section 6.9 – Reword last sentence as follows: No individual or couple may occupy more than one position on the North Georgia Secretariat, and also may not occupy a position on the Board of another Fourth Day movement or Vida Nueva community

6.11.2 Administrative Assistant. The Administrative Assistant shall be appointed by the chairperson and approved by the Secretariat of Tres Dias of North Georgia. The Administrative Assistant may perform the chairperson's duties at the direction of the chairman. The Administrative Assistant shall rotate on/off the Secretariat with the chairperson who appointed him/her.

Section 6.11.2 – Reword as follows: Vice Chair. The Vice Chair is appointed by the Chairperson and approved by the Secretariat of Tres Dias of North Georgia. The Vice Chair may perform the Chairperson's duties at the direction of the chairperson. The Vice Chair's term will end in conjunction with the Chairperson's.

Other "broad-stroke" changes:

1. Change "members" to "positions".
2. Change "Chairman" to "Chairperson"
3. Change "Administrative Assistant" to "Vice Chair"