

Proposed Bylaw Changes:

Article VI: Duties of Officers

Section 1. It shall be the duty of the Chair to:

- a. ~~Represent the Membership, declaring its will and obeying its command in all matters and regards.~~
- b. Preside over all WWARA meetings.
- c. Supervise the activities of all standing committees.

Section 2. It shall be the duty of the Vice-Chair to:

- a. ~~Represent the Membership, declaring its will and obeying its command in all matters and regards.~~
- b. In the absence of the Chair, preside over all WWARA meetings.
- c. Be Chair of the Membership Committee.
- d. Oversee the coordination processes of the WWARA, including:
 - 1. Process and validate all coordination submissions (TDS).
 - 2. Generate and publish Certificate of Coordination's.
 - 3. Publish all approved coordination data of WWARA tracked systems.
 - 4. Enforce WWARA policies and update procedures as required, in support of the Board of Directors.
- e. Oversee the public online systems for the WWARA, ensuring the proper operation in support of the WWARA mission
- f. Oversee the backend systems for the WWARA, ensuring the proper operation in support of the WWARA mission

Section 3. It shall be the duty of the Secretary to:

- a. Keep accurate minutes of all meetings and correspondence.
- b. Perform such secretarial duties as may be requested by the Directors and or Committee Chairpersons.
- c. Maintain current accurate copies of all organizational documents (including by-laws and policies).
- d. Monitor and maintain the organization's status with relevant government bodies (e.g. registration with Washington Secretary of State.)