

# Golden Glow of Christmas Past

## Member Voting Ballot

### Proposed Bylaw Revisions/Amendments 2017

**Your VOTE is needed!** We are including a ballot for each member (one vote per household membership) as an insert with the April 2017 issue of *The GLOW*. This option allows for all Glow members to have a voice and vote on these proposed Bylaw amendments and revisions. Your ballot must be postmarked **by May 1, 2017** and sent to: **Triantos and Delp, CPA Attn: Golden Glow 645 S. Main Rd. Vineland, NJ 08360.**

**PLEASE VOTE either “YES” or “NO” for each item.**

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#### 1. Printed Membership Directory vs Online Membership Directory (Bylaw revision)

**Background:** The cost of the 2016/2017 Membership Directory was over \$6,000. The printed version becomes out of date after just one month due to new and/or non-renewing members. The online version of our Directory on the Glow website ([www.goldenglow.org](http://www.goldenglow.org)) in the members’ only Documents section is updated each month by our Membership Coordinator. Additionally, as membership increases, so does the size of the directory, and with that the cost of production.

Currently annual membership dues are \$50. Approximately \$44 of a member’s annual dues goes toward producing the magazine. The remaining balance goes toward the organization’s regular operating expenses and the printed Directory. In an effort to keep the membership dues at \$50, the BOD is proposing to eliminate the print version of the Membership Directory. The online version will remain on the website as a free membership benefit. Members without internet access may request a paper print out of the membership list from the Membership Coordinator. There will be a nominal cost copies of this list to cover printing/ mailing expense.

**Current:** *ARTICLE XV — PUBLICATIONS — C. The GGCP™ shall publish an annual membership directory which shall include, at a minimum, contact information and photos (if available), a listing of current Board Members with contact information, contributors, Lifetime Members, the current Volunteer(s) of the Year Award, current Ambassador (s) of the Year Award, Bylaws, Member’s Code of Ethics, Dealer’s Code of Ethics and the Grievance Policy and Convention History. The directory shall be made up in part from information received from the Treasurer and the Membership Coordinator and shall be mailed to all members on a yearly basis.*

**Proposed:** *ARTICLE XV — PUBLICATIONS — C. The GGCP™ shall publish, monthly, an online membership directory which shall include a list of all current members along with certain contact information, unless a member chooses to opt-out of sharing their information by contacting the Membership Coordinator. The directory shall be made up in part from information received by members, the Treasurer, and the Membership Coordinator. The directory will be made available to members in a downloadable electronic format on the Golden Glow’s website ([goldenglow.org](http://goldenglow.org)) within the members-only Documents section. Members without internet access can request a hardcopy of the membership directory by contacting the Membership Coordinator. A nominal fee to cover printing and postage costs will be charged for this printed document.*

A listing of current Board Members, Lifetime Members, Coordinators, current Volunteer(s), and Ambassador(s) and Volunteer(s) of the Year Award recipients and the Convention History will be published online, separate from the membership directory, in the member Documents section of the Glow website.

**VOTE: Please check “YES” to approve or check “NO” to disapprove this proposed Bylaw revision.**

YES       NO

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## 2. Grievance Policy (Bylaw revision)

**Background:** The Board of Directors determined that the existing Grievance Policy needed to be revised in order to address the number of complaints required before the Board could take appropriate action regarding a member's or dealer's behavior. For example, one complaint could be so egregious that requires the Board's attention, but as the policy was written, three complaints were required before the Board could act. The policy was rewritten based on members' feedback from last year's annual membership meeting. Judge Virginia Newcomb, a Glow member offered to assist the Board with revamping the language to describe a "due process" for all parties involved and include the use of a mediator. If such an event occurs, costs incurred by a mediator may be paid by the Glow if no viable volunteers are identified.

**Current:** *If the Board of Directors receives three (3) complaints about a member/dealer's ethical conduct, the Chairperson of the Board will address a letter to the offending party outlining the grievance. The member/dealer will then have thirty (30) days to resolve any dispute to the satisfaction of both parties, or risk losing his/her membership in the Golden Glow of Christmas Past™.*

**Proposed:** A Regular Member, Lifetime Member or Complimentary Member may submit to the Secretary of the Board in writing, via email or regular mail, a grievance or complaint concerning another member(s) or dealer(s) alleged unethical conduct. The complaining member must identify himself/herself and must state with specificity the following: (a) The name of the member(s)/dealer(s) complaining about; (b) the date(s) of the alleged conduct; (c) the place(s) of the alleged conduct, i.e. convention, social media, letters, telephone etc.; (d) the specifics of the alleged conduct (e) any written or pictorial documentation of the complaint.

The Secretary of the Board shall immediately deliver the written grievance or complaint to the Chairperson of the Board. The Chairperson shall then appoint an impartial Mediator who is not a member of the Board (defined as a person with legal or mediation experience who will volunteer their time) and provide the Mediator with: (a) a copy of the written grievance or complaint (b) name(s), address(es), phone numbers, email address for the complainant(s) and the person(s) complained about. The complaint shall be kept confidential aside from the Secretary, the Chairperson and the Mediator. The Secretary shall provide the person(s) complained about with a copy of all written materials provided by the complainant(s), and the name of the Mediator assigned, by certified mail, return receipt requested, with a copy of the letter also provided to the complainant(s).

The Mediator shall request that the person(s) complained about provide a written response/documentation within thirty (30) days of receipt to the Mediator. If the person(s) complained about submits a written response, the Mediator shall: (a) provide the complainant(s) with a copy of the written response; (b) contact the parties individually and/or by conference and attempt to resolve the issue within the next thirty (30) days.

The Mediator shall submit a report to the Chairperson within 60 days of receipt of the assignment and advise: (a) the matter has been resolved; (b) the matter requires more time and specify why; (c) the matter cannot be resolved, or there has been no response to the complaint, and return all materials to the Chairperson. If (c), the Chairperson shall then send a copy of the materials submitted, to the Board for further consideration. The Board may then discuss in closed session, resolution of the issues that may include: (a) no action be taken on the complaint; (b) a private warning to the offending party (ies); (c) limitation of some or all of the benefits of membership, including restriction on the use of Golden Glow social media and/or expulsion from membership for terms to be determined. The Board shall send a certified letter to the parties, return receipt requested, with their decision. Any appeal of the decision shall be requested within thirty (30) days and will require in person appearance in front of the Board at the annual meeting in closed session.

**VOTE: Please check "YES" to approve or check "NO" to disapprove this proposed Bylaw revision.**

YES       NO

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### 3. Membership Refund (Bylaw amendment)

**Background:** Membership in the GGCP™ is a requirement to attend the annual convention. Any person can become a member just prior to a convention, attend a convention, and then voluntarily resign from the GGCP™ after attending a convention, then request/receive his/her full membership refund. This proposed policy closes this loophole. Additionally, a member who voluntarily resigns shall not receive a full or pro-rated refund. The pro-rated reimbursement option was discussed. However, since we're closing the loophole there would have been a need for a minimum month calculation for dues. This would have been complex and potentially inconsistently done.

**Current:** *None*

**Proposed:** *Article V — Membership — E.* A member in good standing who voluntarily terminates his/her membership is not eligible for and shall not receive a refund.

**VOTE:** Please check “YES” to approve or check “NO” to disapprove this proposed Bylaw amendment.

YES       NO

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### 4. Renaming the Code of Ethics (Bylaw revision)

**Background:** The Board of Directors changed the punctuation on the two Code of Ethics document sections, removing the apostrophes and making the tense singular. In order for these section titles referenced in the Bylaws to be updated, a vote must be taken by the membership to approve the grammar change for the Bylaws.

**Current:** *Members’ Code of Ethics, Dealer’s Code of Ethics*

**Proposed:** a) Members’ Code of Ethics shall be changed to **Member Code of Ethics**  
b) Dealer’s Code of Ethics shall be changed to **Dealer Code of Ethics**

**VOTE:** Please check “YES” to approve or check “NO” to disapprove this proposed Bylaw revision.

YES       NO

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### 5. Renaming the Convention Guidelines (Bylaw revision)

**Background:** The “Convention Guidelines” document has been updated to “Convention Hosting Manual.” Therefore Article VIII, Section J must be updated as follows:

**Current:** *ARTICLE VIII — BOARD OF DIRECTORS FUNCTIONS & POWERS — J. The BOD shall write the GGCP™ Convention Guidelines and provide these guidelines for hosting the annual Convention to any prospective convention hosts. Convention hosts shall abide by these guidelines unless changes are approved by the BOD. The BOD shall have the authority to accept or decline any bid to host a Convention.*

**Proposed:** **ARTICLE VIII — BOARD OF DIRECTORS FUNCTIONS & POWERS — J.** The BOD shall write the GGCP™ **Convention Hosting Manual** and provide **this Manual** for hosting the annual Convention to any prospective convention hosts. Convention hosts shall abide by **the Convention Hosting Manual**, unless the BOD approves changes. The BOD shall have the authority to accept or decline any bid to host a Convention.

**VOTE:** Please check “YES” to approve or check “NO” to disapprove this proposed Bylaw revision.

YES       NO

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## 6. Impeachment /Removal of Director (Bylaw amendment)

**Background:** Each Director voluntarily sought an elected position on the Board of Directors. As such, each Director is obligated to serve the membership and participate in the oversight and governance, as defined within the Bylaws of The Golden Glow of Christmas Past™. At present, there is no Bylaw in place to address the issue of removing a Director who is not meeting his/her obligation to members and the organization.

**Current:** *None*

**Proposed:** Article VIII – Board of Directors Functions & Powers – N. In the event the BOD determines that a Director should be justifiably removed as a Director, the Chairperson shall submit to that Director, in writing cause for such action. The Director proposed for removal shall respond to the Chairperson in writing within thirty (30) days. Should the Chairperson be proposed for removal from the BOD, the Vice Chairperson shall assume those responsibilities as stated herein. The BOD shall review the response, if submitted, and a motion shall be made regarding removal/retention. A Director shall not recuse himself/herself from this vote. A majority vote of the remaining BOD is required for removal. If a vote to remove results, a certified letter shall be mailed to that Director making him/her aware of his/her removal. Removal from the BOD shall not affect the removed Director as a Regular Member. However, in order to maintain status as a Regular Member in good standing, any balance of an impeached/removed Director's membership fee shall be re-paid on a pro-rated basis within 30 days to the Treasurer, GGCP™. Any member impeached or removed by the BOD must wait two years before running for the board again. An impeached/removed member must disclose their dismissal within their application when reapplying.

**VOTE: Please check “YES” to approve or check “NO” to disapprove this proposed Bylaw amendment.**

YES       NO

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## 7. Professional Event Planner for Glow Conventions (Bylaw Amendment)

**Background:** Convention Coordinator Randal Hall suggested using a professional events/meeting planner for all future conventions. The benefits of using this type service eliminates a major concern and risk for future hosts to negotiate hotel contracts, concessions, costs, etcetera with a large hotel company. Very few of our members have ever done this and most likely prefer never having to do it. Use of a professional events/meeting management planner service should encourage future possible hosts from volunteering, allowing host(s) to devote his/her/their time in putting together the convention program. There is no cost to the GGCP™ since the fee is paid by the hosting hotel.

To ensure that all this work, finding such a company, preparing requirements that lead to a Scope of Work used to send to all major hotels to compete for our convention dollars, and to provide continuity for this process for future hosts, the BOD believes a Bylaw addition is required so that future BOD cannot easily dispense with beneficial process.

**Current:** *None*

**Proposed Bylaw:** Article VI — General Membership Meetings and Conventions — E. The GGCP(TM) shall utilize the services of a professional events/meeting management planner service to assist the GGCP™ with site selection, hotel/facilities and negotiation of hotel and related contracts for the GGCP™ convention. Prior to the Chairperson signing, all contracts submitted by a professional events/meeting management planner service to the GGCP™ shall be reviewed by an attorney hired by the GGCP™.

**VOTE: Please check “YES” to approve or check “NO” to disapprove this proposed Bylaw amendment.**

YES       NO

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**THIS BALLOT MAY NOT BE REPRODUCED. PLEASE RETURN THIS ORIGINAL BALLOT TO: Triantos and Delp, CPA  
Attn: Golden Glow 645 S. Main Rd. Vineland, NJ 08360 by May 1, 2017.**