

Article 2 – Members

Section 2: Categories of Membership: The Board may define and provide for different categories of members and corresponding dues. Board membership is contingent upon living in Charles County.

Article 3 – Meetings of Members

Section 1: Order and Time of Membership Meetings: All meetings shall be conducted in accordance with *Robert's Rules of Order*. Under normal circumstances, there shall be no fewer than three membership meetings/events during the fiscal year. The annual business meeting will be the final membership meeting of the fiscal year.

Section 2: Annual Business Meeting: Under normal circumstances, there shall be an annual business meeting of all members during the month of May, to be held at a time and location announced in advance. The business at the meeting shall include:

Article 4 – The Board of Directors

Section 4: Qualifications: Only CCAA members may serve on the Board. Designated representatives of organizations are ineligible to serve on the Board unless they are CCAA members in their own right.

To run for a board seat of the CCAA, an individual must be a Charles County resident, current member in good standing and have maintained their membership for one calendar year prior to the year of the election.

To run for the position of President, Vice President or Treasurer, an individual must have served on the Board of Directors for a least one calendar year or is completing the unfinished term of a Board member who has resigned before the end of their term.

Section 8: Attendance and Responsibilities

It is an expectation of Board membership to participate fully and attend Board and other meetings and events. To this end, the Board has the right to request the resignation of and/or removal of any member who is absent from three consecutive Board meetings.

Article 5 – Officers

Section 3: Vice-President: The Vice-President shall perform the duties and exercise the powers of the President during the absence or disability of the President. Should the President resign or be unable to fulfill the duties of the office, the Vice-President shall become the President for the duration of the unexpired term of office. If the Vice-President does not accept the Presidency, the Board will select an Acting President from eligible Board members to fulfill the duties for the remainder of the term.

Article 13 – Employees

CCAA employees shall be subject to an annual contract of employment, a mid-term review, and an annual review of performance. CCAA employees may be members of the CCAA but are ineligible for Board Member positions. Employees who are members have the right to vote but cannot chair or be a voting member of any CCAA committee but may attend such meetings as are required as a condition of employment, or at the request of the President or committee.

