

**Bylaws of the North Georgia  
Walk to Emmaus, Inc.  
Coordinating Board  
January 2007  
(Last Amended December 15, 2019)**

**Article I. Name** **(Amended April 2, 2013)**

The name of this community shall be the North Georgia Walk to Emmaus Inc., herein referred to as the 'Community'.

**Article II. Purpose**

The objective of the Community shall be to inspire, challenge, and equip church members for Christian action and leadership in their homes, churches, places of work, and communities through the Emmaus experience.

**Article III. General**

**Section 1. Charter**

This community is chartered by the International Emmaus Movement, the Upper Room Nashville, Tennessee and shall follow the guidelines of the Upper Room Emmaus Manual.

**Section 2. Board of Directors** **(Amended 4/7/2015)**

The Board of Directors shall have responsibility in all matters relating to the North Georgia Walk to Emmaus.

**Section 3. Modifications**

Modifications to and clarification of the guidelines set forth by the Upper Room Emmaus Manual will be documented in a separate document of Standing Rules.

**Section 4. Spiritual Directors** **(Amended 12/15/2019)**

Lay Directors and Spiritual Directors shall not be restricted to any specific denomination.

**Section 5. Governance and Management** **(Amended 12/1/09, 5/5/2015)**

Chrysalis. NGWTE and Chrysalis will share information and some resources, but each is operated as a separate program by the Upper Room and in North Georgia. The staff members meet and discuss, share concerns, pray together with and for one another, provide mutual support, work on commonalities, persevere, and honor the unique differences inherent in each program. The Coordinating Board will adopt bylaws that include Chrysalis as a standing committee of the Board. The Chrysalis Standing Committee adopts operating policies and procedures that are in concert with the bylaws of the Coordinating Board. The Board ratifies the Chrysalis operating policies and procedures and thus empowers the Chrysalis Standing Committee to operate as the

governance agency for Chrysalis, with the operating policies and procedures as one of the governance documents for Chrysalis. The Board will have a representative on the Chrysalis Standing Committee, and the Chrysalis Standing Committee Chairperson shall sit as an ex-officio member of the Coordinating Board. The NGWTE treasurer is responsible for all Emmaus funds, including Chrysalis. The Chrysalis treasurer is responsible for managing the Chrysalis funds, in coordination with and supervised by the NGWTE Treasurer. At the end of the fiscal year, which will be the same for both Emmaus and Chrysalis, the Chrysalis treasurer submits a written report to the NGWTE treasurer regarding the income, expenses, and balance for Chrysalis.

Facilities (including King's Retreat). The Coordinating Board will adopt bylaws that include Facilities as a standing committee of the Board, which includes, but is not limited to, King's Retreat. The Facilities Standing Committee adopts operating policies and procedures that are in concert with the bylaws of the Coordinating Board. Specific limits of authority are provided in the operating policies and procedures, including the process by which the Facilities Standing Committee Chairperson must bring exceptions for review by the Coordinating Board. The Board will have a representative on the Facilities Standing Committee, and the Facilities Standing Committee Chairperson shall sit as an ex-officio member of the Coordinating Board. The NGWTE treasurer is responsible for the Facilities funds.

Face to Face. NGWTE and Face to Face will share information and resources, but each is operated as a separate program by the Upper Room. The Coordinating Board will adopt bylaws that include Face to Face as a standing committee of the Board. As NGWTE launches the North Georgia Face to Face program, North Georgia Face to Face will operate in close alignment and coordination with NGWTE. The Face to Face funds will be managed directly by the NGWTE Treasurer; there will be no Face to Face Treasurer.

#### **Article IV. Membership**

##### **Section 1. Membership (Amended 5/5/2015)**

All persons who have completed a weekend experience of the Walk to Emmaus/Chrysalis/Face to Face sponsored by the North Georgia Emmaus Community shall be members of the Community.

##### **Section 2. Additional Members (Amended 5/5/2015)**

Persons who have completed a Walk to Emmaus, Chrysalis, Face to Face, TEC, Cursillo, Tres Dias, or other Cursillo patterned weekend approved by the Board of Directors may become members by participating in the activities of the North Georgia Community.

#### **Article V. Coordinating Board of Directors**

##### **Section 1. Purpose. (Amended 5/5/2015)**

The purpose of the Coordinating Board of Directors, herein referred to as the 'Board', is to provide direction to, and oversight of, the Community as it offers Chrysalis, Face to Face, and Emmaus Weekends. The Board is responsible for planning, organizing and

implementing the Walk to Emmaus weekends and other supportive activities such as gatherings, newsletters, etc.

**Section 2. Composition. (Amended 12/2/08, 12/1/09, 1/4/11, 8/5/14, 5/5/15, 6/2/15)**

The Board is the ultimate authority for all governance and operating matters related to the NGWTE, Chrysalis, Face to Face, and Facilities, e.g., policies, procedures, negotiations, contracts, capital expenditures, etc., unless written authority is granted to a standing committee of the Board by a quorum of the Board. The voting membership of the Board consists of the following members:

- Agape Chairperson
- Chrysalis Standing Committee Chairperson (Ex-Officio)
- Communications Chairperson
- Community Spiritual Director
- Development Chairperson
- Face to Face Standing Committee Chairperson (Ex-Officio)
- Facilities Standing Committee Chairperson (Ex-Officio)
- Fourth Day Activities Chairperson
- Immediate Past Community Lay Director (Ex-Officio)
- Kitchen Chairperson
- Music Chairperson
- Registration Chairperson
- Setup Chairperson
- Sponsorship Chairperson
- Team Selection – Female Representative Chairperson
- Team Selection – Male Representative Chairperson
- Technology Chairperson
- Training Chairperson
- Weekend Communications Chairperson

**Section 3. Ex-Officio Board Members (Amended 12/1/09, 5/5/15)**

The Board should have representatives to the Chrysalis Standing Committee, the Face to Face Standing Committee, and the Facilities Standing Committee, and Chrysalis, Face to Face, and King’s Retreat should have representatives to the Board. For Chrysalis, Face to Face, and King’s Retreat, the representatives to the Board will be the chairs of the Chrysalis Standing Committee, the Face to Face Standing Committee, and the Facilities Standing Committee. These representatives, along with the Immediate Past Community Lay Director, are ex-officio and ex-officio members have voice and vote. The Immediate Past Lay Director will sit on the Board for a period of one year after his or her term as Community Lay Director has expired.

#### **Section 4. Voting Rights**

Each Board position has one vote even if that position is shared by more than one person.

#### **Section 5. Officers (Amended 5/5/2015)**

There will be four (4) officers as part of the voting membership of the Board. These positions are:

- Community Lay Director
- Assistant Community Lay Director
- Secretary
- Treasurer

These positions are not shared positions. They are to be chaired by individuals who may not chair or serve on any committee reporting to the Board with the exception of a nominations committee tasked with nominating persons to open board positions.

The Community Lay Director and Assistant Community Lay Director must have Lay Director experience in NGWTE and should be elected from within the Board, having served a full term on the Board in the preceding year. If the Community Lay Director cannot complete their term, the Assistant Community Lay Director will assume the role of Community Lay Director.

#### **Section 6. Elections. (Amended 5/5/2015)**

A nominating committee of five (5) persons shall be formed by the Board Community Lay Director in May of each year. Committee composition will consist of a representation of the North Georgia Emmaus community. The Committee will solicit nominations from the Emmaus community by means available to them and submit names of nominees for vacancies on the Board, with the exception of the Trustee Chairperson, Chrysalis Chairperson, and Face to Face Chairperson, by the September meeting for approval as the slate to be presented to the community for final approval. The slate of nominees will then be presented to the community through all communication means available and presented at the following Gathering to be confirmed by the Community. The Board may elect persons, upon nomination by the Nominating Committee, to fill vacancies until the next regular election. Persons filling un-expired terms may be nominated for an additional term.

#### **Section 7. Terms of Office. (Amended 2/5/08, 5/5/15)**

Terms of office begin in January after elections and run for three (3) calendar years. All Board Members serve a maximum of one (1) full term in any capacity. In the case of serving an unexpired term, the balance of the current calendar year will not count toward the one term limit. Upon completion of their service, a Board Member may not serve on a committee reporting to the Board for one (1) year and may not be a voting member of the Board for three (3) years. The Trustees, Chrysalis, and Face to Face are Boards that serve on the North Georgia Co-Board and report to this Board. They have the distinction of not being direct committees of this Board as it pertains to Board members' terms of office. Terms of office for officers is addressed in Section 9.

## **Section 8. Officers.**

Officers shall be Community Lay Director, Assistant Community Lay Director, Secretary, Treasurer, and in case of absence will chair the meetings in this order. The officer positions of Secretary and Treasurer can be elected from outside the Board if no one on the Board accepts these positions.

## **Section 9. Election of Officers (Amended 12/2/08, 12/1/09, 12/6/11, 4/2/13, 11/5/13, 08/26/2019)**

The Coordinating Board of Directors shall elect officers annually before the end of the third quarter for a one-year term of office effective with the opening of the January meeting. Officers may be elected to succeed themselves, and may serve up to three (3) terms as an officer. The Community Lay Director and Assistant Community Lay Director may serve only two terms in those respective positions. The officers may serve a fourth year on the Board if the fourth year he/she is elected to serve is as an officer. The Community Lay Director may serve a fifth year as an ex-officio member of the Board.

## **Section 10. Meetings.**

The Board shall meet in regular meetings at the time and place designated by the Chairperson, unless otherwise ordered by the vote of the Board in a regular meeting. Special Board meetings may be called with ten (10) days notice by the Community Lay Director or when requested by a majority of members of the Board.

## **Section 11. Special Meetings.**

Special Board meetings may be called by any member of the Board when requested in writing by fifty per cent (50%) of the voting members of the Board and all members of the Board are to be notified in writing one (1) week in advance of the meeting.

## **Section 12. Quorum.**

There must be fifty per cent (50%) plus one (1) of the voting members of the Board present at a duly called meeting to constitute a quorum. This quorum definition applies to called meetings as well as regularly scheduled meetings.

## **Section 13. Provision to Unseat Coordinating Board and Committee Members (Amended 12/1/09)**

The Board may unseat a member of the Board or a committee of the Board who is unable to fulfill his or her duties to the Board because of repeated absence, misconduct, conflict of interest or other actions/behavior that are not consistent with the selflessness, sense of high idealism, spirit of cooperation, charity and teamwork that is expected of members of the Board. A motion (and second) to unseat the member must be made from the floor at a Board meeting at which a quorum is present, and approval of the action requires a majority vote of the Board by confidential ballot. Replacement candidates may be appointed by the Board subject to the provisions of Article V, Section 6.

## **Article VI. Amendments**

Proposed amendments may be presented to the Board by any member of the Board at any Board meeting. The proposed amendment will be open for adoption at any succeeding regular meeting, and approval requires an affirmative vote of two-thirds (2/3) of the entire voting Board membership.

**Article VII. Standing Rules (Amended April 7, 2015)**

Standing Rules regarding the governance of the North Georgia Walk to Emmaus shall be maintained separately, and they shall be amended by a majority vote of the quorum at a scheduled Board meeting. Any changes to the standing rules will be documented using change management guidelines as set forth by Roberts Rules of Order and maintained by the Board Secretary. Proposed changes to the Standing Rules are presented to Board members at a board meeting and are noted in the Board Meeting minutes at least one month prior but not less than 10 days prior to the Board voting on the proposed changes.

**Article VIII. Ratification/Certification**

At the end of each calendar year, the Community Lay Director and Secretary shall verify that all additions, deletions, and amendments made to the By-Laws and Standing Rules shall have been incorporated herein and report the findings to the Board at the first meeting of the new year.

**Article IX Alternative Dispute Resolution Policy (Added April 2, 2013)**

If a dispute arises relating to these Bylaws, North Georgia Walk to Emmaus, Inc.'s ("NGWTE") corporate affairs, or other claims are made relating to NGWTE, any and all disputes shall first be mediated by a mediator on the list of mediators at the Gwinnett County Alternative Dispute Resolution Office, or agreed upon by the parties. If the mediation does not resolve the dispute, then NGWTE shall be permitted to select whether the dispute shall be arbitrated by an arbitrator selected by NGWTE, or litigated in the State or Superior Court of Gwinnett County, which shall be the sole jurisdiction and venue for any and all disputes against NGWTE which may be presented in Court relating to these Bylaws, NGWTE's corporate affairs, or claims against NGWTE. Any lawsuit filed prior to engaging in the mediation prerequisite shall be stayed.

**Article X Dissolution (Added April 2, 2013)**

Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Superior Court of Gwinnett County, or the Superior Court for the county in which the principal office of the organization is located if other than Gwinnet County, GA, exclusively for such purposes or to such organization or organizations as the Court shall determine, which are organized and operated exclusively for such purposes.

**Ratification:**

These By-Laws of the North Georgia Walk to Emmaus/Chrysalis Community, Inc. Coordinating Board accepted by vote on September 5, 2006 and adopted as binding on January 1, 2007.

## **Amendments**

**September 4, 2007**

### **Article V. Section 2**

- Add a Technology Board Chair position which will include removing the Database and Web Site current chairs and roll these positions into one committee. Position begins January 2008
- Add a new Board Chair position of Outreach Committee with the final draft of the expectations and responsibilities of this committee to be presented further at the October meeting. Position begins January 2008

### **Article V. Section 9**

- Clarification on elections concerning the Community Lay Director position being allowed to serve the 4<sup>th</sup> year of service from ANY Board position. This means that the Community Lay Director could serve a 4<sup>th</sup> year as LD and then the 5<sup>th</sup> year as ex-officio on the Board but without voting rights.

**February 5, 2008**

### **Article V. Section 7**

- Addition to this Section: The Trustees and Chrysalis are Boards that serve on the North Georgia Co-Board and report to this Board. They have the distinction of not being direct committees of this Board as it pertains to Board members' terms of office.

**December 2, 2008**

### **Article V. Section 2**

- The voting membership of the Board will consist of both a Male and Female Representative for the Training Committee and will be two positions on the Board.

### **Article V. Section 9**

- Officers shall be elected annually by the Coordinating board of Directors before the end of the third quarter.
- The secretary position may serve up to three (3) terms of office if he/she is elected from outside the Board.
- The Coordinating Board of Directors shall elect officers annually before the end of the third quarter for a one-year term of office effective with the opening of the January meeting. Officers may be elected to succeed themselves, may serve for only two terms as an officer, and serve for a maximum of three total years as a member of the NGWTE Board. The Secretary position may serve up to three (3) terms of office if he/she is elected from outside the Board. The Community Lay Director may serve a fourth year on the Board if the 4<sup>th</sup> year is his/her 2<sup>nd</sup>

consecutive term in office as Community Lay Director. He/she would then have a 5<sup>th</sup> year as an ex-officio member of the Board.

- The Coordinating Board of Directors shall elect officers annually before the end of the third quarter for a one-year term of office effective with the opening of the January meeting. Officers may be elected to succeed themselves, may serve for only two terms as an officer. The officers may serve a fourth year on the Board if the fourth year is his/her second consecutive term as an officer; and for the fourth year he/she is elected to serve as an officer. The Community Lay Director may serve a fifth year as an ex-officio member of the Board. The Secretary and/or Treasurer may serve up to three (3) terms of office if he/she is elected from outside the Board.

**December 1, 2009**

### **Article III. Section 5**

- Add Section 5 to clarify the governance and management structure in the NGWTE/Chrysalis Community and the Facilities Standing Committee (including King's Retreat). To create policy and procedures for operations, collapse decision trees and streamline authorities.
- Chrysalis. NGWTE and Chrysalis will share information and some resources, but each is operated as a separate program by the Upper Room and in North Georgia. The staff members meet and discuss, share concerns, pray together with and for one another, provide mutual support, work on commonalities, persevere, and honor the unique differences inherent in each program. The Coordinating Board will adopt bylaws that include Chrysalis as a standing committee of the Board. The Chrysalis Standing Committee adopts operating policies and procedures that are in concert with the bylaws of the Coordinating Board. The Board ratifies the Chrysalis operating policies and procedures and thus empowers the Chrysalis Standing Committee to operate as the governance agency for Chrysalis, with the operating policies and procedures as one of the governance documents for Chrysalis. The Board will have a representative on the Chrysalis Standing Committee, and the Chrysalis Standing Committee Chairperson shall sit as an ex-officio member of the Coordinating Board. The NGWTE treasurer is responsible for the Emmaus funds. The Chrysalis treasurer is responsible for the Chrysalis funds. At the end of the fiscal year, which will be the same for both Emmaus and Chrysalis, the Chrysalis treasurer submits a written report to the NGWTE treasurer regarding the income, expenses, and balance for Chrysalis.

Facilities (including King's Retreat). The Coordinating Board will adopt bylaws that include Facilities as a standing committee of the Board, which includes, but is not limited to, King's Retreat. The Facilities Standing Committee adopts operating policies and procedures that are in concert with the bylaws of the Coordinating Board. Specific limits of authority are provided in the operating policies and procedures, including the process by which the Facilities Standing Committee Chairperson must bring exceptions for review by the Coordinating Board. The Board will have a representative on the Facilities Standing

Committee, and the Facilities Standing Committee Chairperson shall sit as an ex-officio member of the Coordinating Board. The NGWTE treasurer is responsible for the Facilities funds.

#### **Article V. Section 2**

- Add a Development Director position. Position begins January, 2010.
- Change Chrysalis Board Chairperson to Chrysalis Standing Committee Chairperson (Ex-Officio)
- Change Trustee Board Chairperson to Facilities Standing Committee Chairperson (Ex-Officio)
- Add Immediate Past Community Lay Director (Ex-Officio)
- Combine Training Female and Male Representative Chairpersons into one position to be named Training Chairperson.

#### **Article V. Section 3**

- To clarify the Bylaws to be consistent with Upper Room standards, and to formalize representation and authority on Board committees.
- The Board should have representatives to the Chrysalis Standing Committee and the Facilities Standing Committee, and Chrysalis and King's Retreat should have representatives to the Board. For Chrysalis and King's Retreat, the representatives to the Board will be the chairs of the Chrysalis Standing Committee and the Facilities Standing Committee. These representatives, along with the Immediate Past Community Lay Director, are ex-officio and ex-officio members have voice and vote. The Immediate Past Lay Director will sit on the Board for a period of one year after his or her term as Community Lay Director has expired.

#### **Article V. Section 9**

- The treasurer position may serve up to three (3) terms of office if he/she is elected from outside the Board.
- Replace "The Coordinating Board of Directors shall elect officers annually before the end of the third quarter for a one-year term of office effective with the opening of the January meeting. Officers may be elected to succeed themselves, may serve for only two terms as an officer, and serve for a maximum of three total years as a member of the NGWTE Board. The Secretary and/or Treasurer may serve up to three (3) terms of office if he/she is elected from outside the Board. The Community Lay Director may serve a fourth year on the Board if the 4<sup>th</sup> year is his/her 2<sup>nd</sup> consecutive term in office as Community Lay Director. He/she would then have a 5<sup>th</sup> year as an ex-officio member of the Board."  
**With** "The Coordinating Board of Directors shall elect officers annually before the end of the third quarter for a one-year term of office effective with the opening of the January meeting. Officers may be elected to succeed themselves, and may serve up to three (3) terms as an officer. The Community Lay Director and Assistant Community Lay Director may serve only two terms in those

respective positions. The officers may serve a fourth year on the Board if the fourth year he/she is elected to serve is as an officer. The Community Lay Director may serve a fifth year as an ex-officio member of the Board.”

### **Article V. Section 13**

- Add a provision to unseat Coordinating Board and committee members.
- The Board may unseat a member of the Board or a committee of the Board who is unable to fulfill his or her duties to the Board because of repeated absence, misconduct, conflict of interest or other actions/behavior that are not consistent with the selflessness, sense of high idealism, spirit of cooperation, charity and teamwork that is expected of members of the Board. A motion (and second) to unseat the member must be made from the floor at a Board meeting at which a quorum is present, and approval of the action requires a majority vote of the Board by confidential ballot. Replacement candidates may be appointed by the Board subject to the provisions of Article V, Section 6.

**January 4, 2011**

### **Article V. Section 2**

- Change Communications & Literature Chairperson to Weekend Communications Chairperson
- Change Reunion Group Chairperson to Fourth Day Chairperson

**December 6, 2011**

### **Article V. Section 9**

- The Assistant Community Lay Director may serve a fourth year on the Board if the 4<sup>th</sup> year is his/her 2<sup>nd</sup> consecutive term as an officer; and for the 4<sup>th</sup> year he/she is elected to serve as Community Lay Director.

**April 2, 2013**

### **Article I. Name**

- Change The name of this community shall be the North Georgia Walk to Emmaus, Inc. herein referred to as the ‘Community’.

### **Article V Section 9**

- The Coordinating Board of Directors shall elect officers annually before the end of the third quarter for a one-year term of office effective with the opening of the January meeting. Officers may be elected to succeed themselves, may serve for only two terms as an office. The officers may serve a fourth year on the Board if the fourth year is his/her second consecutive term as an officer; and for the fourth year

he/she is elected to serve as an officer. The Community Lay Director may serve a fifth year as an ex-officio member of the Board.

#### **August 5, 2014**

##### **Article V. Coordinating Board of Directors Section 2. Composition**

- Eliminate Fourth Day Chairperson and Candlelights & Gatherings Chairperson and combine into Fourth Day Activities Chairperson.

#### **April 7, 2015**

##### **Article III Section 2. Board of Directors**

In the sentence “The Board of Directors shall have responsibility in all matters relating to the North Georgia Walk to Emmaus/Chrysalis.”, remove the word “Chrysalis” as Chrysalis is implied to be under Emmaus.

##### **Article VII. Standing Rules**

Delete the sentence that reads “Proposed changes to the Standing Rules are to be transmitted to the Board members ten (10) days prior to the next Board meeting.”, and replace it with “Proposed changes to the Standing Rules are presented to Board members at a board meeting and are noted in the Board Meeting minutes at least one month prior but not less than 10 days prior to the Board voting on the proposed changes.”

#### **May 5, 2015**

##### **Article III. General Section 5. Governance and Management (Amended 12/1/09) Chrysalis.**

Delete the sentences that read “The NGWTE treasurer is responsible for the Emmaus funds. The Chrysalis treasurer is responsible for the Chrysalis funds.”, and replace it with: “The NGWTE treasurer is responsible for all Emmaus funds, including Chrysalis. The Chrysalis treasurer is responsible for managing the Chrysalis funds, in coordination with and supervised by the NGWTE Treasurer.”

Add a third paragraph:

Face to Face. NGWTE and Face to Face will share information and resources, but each is operated as a separate program by the Upper Room. The Coordinating Board will adopt bylaws that include Face to Face as a standing committee of the Board. As NGWTE launches the North Georgia Face to Face program, North Georgia Face to Face will operate in close alignment and coordination with NGWTE. The Face to Face funds will be managed directly by the NGWTE Treasurer; there will be no Face to Face Treasurer.

##### **Article IV. Membership**

###### **Section 1. Membership**

Change “... Emmaus/Chrysalis sponsored...” to “...Emmaus/Chrysalis/Face to Face sponsored...”

###### **Section 2. Additional Members**

Change “Persons who have completed a Walk to Emmaus, Chrysalis, Face to Face, TEC, Cursillo, Tres Dias, or other Cursillo patterned weekend...” to “Persons who have completed a Walk to Emmaus, Chrysalis, Face to Face, TEC, Cursillo, Tres Dias, or other Cursillo patterned weekend...”

## **Article V. Coordinating Board of Directors**

### **Section 1. Purpose.**

Change "...as it offers Chrysalis and Emmaus Weekends." to "as it offers Chrysalis, Face to Face, and Emmaus Weekends."

### **Section 2. Composition. (Amended 12/2/08, 12/1/09, 1/4/11, 8/5/14)**

Change "...related to the NGWTE, Chrysalis and Facilities..." to "...related to the NGWTE, Chrysalis, Face to Face, and Facilities...".

In the list of voting membership of the Board, change "Development Director" to "Development Chairperson", and add "Face to Face Standing Committee Chairperson (Ex-Officio)".

### **Section 3. Ex-Officio Board Members (Amended 12/1/09)**

Change the first two sentences to include Face to Face, as follows:

The Board should have representatives to the Chrysalis Standing Committee, the Face to Face Standing Committee, and the Facilities Standing Committee, and Chrysalis, Face to Face, and King's Retreat should have representatives to the Board. For Chrysalis, Face to Face, and King's Retreat, the representatives to the Board will be the chairs of the Chrysalis Standing Committee, the Face to Face Standing Committee, and the Facilities Standing Committee.

### **Section 5. Officers**

Add a new paragraph to the end of the section:

The Community Lay Director and Assistant Community Lay Director must have Lay Director experience in NGWTE and should be elected from within the Board, having served a full term on the Board in the preceding year. If the Community Lay Director cannot complete their term, the Assistant Community Lay Director will assume the role of Community Lay Director.

### **Section 6. Elections.**

Change the second sentence to include Face to Face, as follows: The Committee will solicit nominations from the Emmaus community by means available to them and submit names of nominees for vacancies on the Board, with the exception of the Trustee Chairperson, Chrysalis Chairperson, and Face to Face Chairperson, by the September meeting for approval as the slate to be presented to the community for final approval.

### **Section 7. Terms of Office. (Amended 2/5/08)**

Change the fourth sentence to include Face to Face, as follows: The Trustees, Chrysalis, and Face to Face are Boards that serve on the North Georgia Co-Board and report to this Board.

Append a new sentence for clarity: Terms of office for officers is addressed in Section 9.

**June 2, 2015**

## **Article V. Coordinating Board of Directors**

### **Section 2. Composition. (Amended 12/2/08, 12/1/09, 1/4/11, 8/5/14, 5/5/15)**

Replace "Loveletter Chairperson" with "Communications Chairperson"

**August 26, 2019**

**Article V. Coordinatin Board of Directors**

**Section 9. Election of Officers**

Updated the wording on how long an officer may serve on the Board.

**December 15, 2019**

**Article III. General**

**Section 2. Spiritual Directors**

Replace Head Spiritual Directors with Spiritual Directors.