

Highlights of Changes to the Bylaws of the Monhegan Historical & Cultural Museum Association: 2021 Restatement vs. Original Bylaws, which had been amended in 1987 and 2010

Restated generally to reflect current best practice and language recommended for non-profit organizations in the State of Maine. Reviewed by outside counsel. Approved by Board on May 20, 2021.

Significant changes, additions and deletions:

General Updates:

- Reorganized language, structure and format of document to improve clarity, comprehension, and ease of accessing specific provisions.
- Adjusted allowable number of officers (from 4 to 3 or more) and trustees (from 9 to 12) and provided a range to accommodate changing circumstances, inflows and outflows.
- Adjusted membership year to reflect our seasonal year (October 1 to September 30 annually).
- Specified our fiscal year as a calendar year, i.e., January 1 to December 31.

Added provisions related to:

- Election of Honorary and Emeritus Trustees
- The ability of officer duties specified for each position to be reallocated or shared as circumstances require.
- Expanded the Board's standing committee structure from one (Audit) to four (Finance, Nominating and Governance, Membership & Development, and Collection). Other committees may be formed as desired; e.g., we currently appointed a Program Committee.
- Position description for the Director and their relation to the Board.
- Specified a Board meeting schedule of no less frequently than once per quarter.

Deleted provisions related to:

- Eliminated the out-of-date dues schedule so as to not require an amendment to the bylaws to adjust the prices of various levels of membership.
- Technical provisions regarding set up of original Board and first meeting of trustees
- Restated the original "Purpose" section to the Association's "Mission," and eliminated statements that more appropriately belong in a Code of Ethics and Personnel Handbook – both approved at the May 2021 Board meeting.