

SUMMARY OF THE PROPOSED AMENDED BYLAWS

This summary provides an overview of all the proposed changes and redlines made to the bylaws. It serves as a convenient guide to help you better understand and visualize the modifications made to the bylaws.

1. Section 2-1: a correction was made to the LCFA address number, changing from 632 to 630.
2. Section 3-1: the term “Emergency Service Organization” has been defined and abbreviated to “ESO”, as reflected consistently throughout the document.
3. Section 3-1b: amended to include the specific term “paid/career employee”, expanding eligibility for membership in the LCFA to this group.
4. Section 3-1b: the term “paid/career employee” is not defined. So, to provide clarity, adjustments were made by inserting “volunteer” before “member in the sentence.
5. Section 3-1e: amended to include that “any individual who has been a member in good standing for a period of forty (40) consecutive years shall be recognized as a life member”.
6. Section 3-2: this section discussing delegates now includes the term “alternates” to provide clarity and account for additional individuals who can participate in the process.
7. Section 3-3: amended to include the phrase “cast by the Delegate or Alternate”, to ensure that each ESO member, whether a delegate or alternate, has the ability to cast one vote on any matter presented for member approval.
8. Section 3-3: has been modified to state that the acts of the Delegates body will be constituted by the votes of all then-sitting Delegates.
9. Section 3-5: Amended to allow the BOD the flexibility to determine the specific start time for the annual meeting.
10. Section 3-5: the phrase “The Annual Meeting shall be held” has been added, stating that the Annual Meeting must be held in order to conduct any necessary business.
11. Section 3-6: has been revised to include the phrase “in advance” when indicating that the scheduling of the member meetings should be published prior to December 1st of the previous year. Additionally, the phrase “immediately preceding year” has been included to clarify the timeframe.
12. Section 3-7: the phrase “suspension at” has been changed to “removal from” in relation to addressing misconduct during meetings.
13. Section 3-8: now includes the addition of sending special meeting notices via email to the Member’s registered email address on file with the LCFA.
14. Section 3-9a: amended to include “by a Member” to specify that recommendations for the removal of a Member must be presented by a Member during a regularly scheduled meeting of the Board of Directors.

15. Section 3-9b: amended to include a provision stating that the investigation committee can report at a special meeting arranged for that purpose. Additionally, if the President or Secretary is the subject of the investigation, the Board of Directors will appoint another member to take their place on the investigation committee.
16. Section 3-9c: has been updated to clarify that when filing an appeal, Delegates representing 3 or more ESO Members is required.
17. Section 3-10: the section on ESO membership dues no longer includes the provision that ESO members will have no voting privileges for a year after readmission.
18. Section 3-10: the phrase stating the current approved amount for membership dues, which was not to exceed \$25, has been removed. Amended dues will be set by the Board of Directors.
19. Section 4-2: now includes the requirement that “each Director or candidate for Director shall” be an Individual Member or Delegate of the LCFA for a minimum of 12 months immediately prior to the month of the election. The addition of “a minimum” is added to clarify the duration of the membership requirements.
20. Section 4-2: removed the clause stating the initial members of the Board of Directors and their respective class and term, as well as any mention of subsequent election cycles.
21. Section 4-2c: the term “just cause or” has been added clarify that the Board of Directors may remove the Director from office for just cause or failure to perform duties for three consecutive months.
22. Section 4-2d: amended to require that any vacant positions on the Board of Directors must be filled within 60 days of the vacancy occurring.
23. Section 4-7: amended to include an “employment” section and now states that members of the BOD cannot be employed by the LCFA. However, current board members who are already employed by the LCFA can continue in their employment until they choose to resign, are terminated, or their employment is ended for any other reason.
24. Section 5-1: the term “facsimile transmission” has been replaced by “email or other electronic means”, and the provision stating that email is a secondary means of notification, insufficient on its own, has been removed.
25. Section 5-2: amended to include the term “virtually” when discussing waiving notice of a meeting.
26. Section 5-3: has been renamed to “Attendance at Meetings” from its previous title of “Conference Telephone Meetings.”
27. Section 5-3: the term “virtual platforms” has been included as a new method of meeting communication.
28. Section 6-1: the term “financial secretary” has been removed from this section.
29. Section 6-1: amended to include the phrase “except as otherwise specified in these bylaws.”

30. Section 6-2: has been amended to state that, while all officers are required to be members in good standing, the Treasurer has the option to be a non-member, if they are a corporation or a natural person of majority age.
31. Section 6-7: amended to include the term “committee member” and states that they too may be removed.
32. Section 6-8: amended to include and refer to “section 4-2d.”
33. Section 6-10: the Presidents’ duties have been revised to say the following: The President shall preside at and conduct all meetings of the LCFA, including the monthly Board of Directors meetings; Quarterly Membership meetings; the Annual Meeting; and any special meetings, when they are scheduled. The President shall conduct all meetings in an orderly and parliamentary fashion. The President is an ex-officio member of all committees. The President may sign all contracts, agreements, or other instruments authorized and approved by the Board of Directors, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors, or these By-Laws, to some other Officer or agent of the LCFA. The President shall serve as the representative of the LCFA in meetings and discussions with other organizations and agencies, and otherwise perform all of the duties which are ordinarily the function of the office, or which are assigned by the Board. The President may not commit the LCFA by a promise or otherwise to any obligations, financial or otherwise, without the express consent and approval of the Board of Directors. The President should attend ESO member organizations functions when invited or designate a representative in his/her absence.
34. Section 6-11a: a new section called Vice President of Finance has been added, with additional duties such as handling insurances, investments, real estate, and the bookstore committee.
35. Section 6-11b: another new section called Vice President of Operations has been added, including duties such as the Pequea Lane Committee. The fire school operations committee and law and legislative committee have been removed. Additionally, the phrase regarding the responsibility to maintain the international fire service training manuals and LCFA publications have been removed.
36. Section 6-12: amended to include that the Secretary is responsible for recording all business conducted at monthly BOD meetings, quarterly membership, and annual meetings in the minutes. Furthermore, a new addition to this section allows the Secretary to receive assistance from LCFA staff in recording minutes and performing other duties.
37. Section 6-13: amended to clarify membership records as the Treasurer’s responsibility.
38. Section 6-13b: the term “all LCFA business operations” has been substituted for “the Financial Secretary” to specify the Treasurer’s responsibilities for receiving funds from all LCFA business operations instead of the Financial Secretary.
39. Section 6-13c: amended to specify that bills can be paid only if authorized by the BOD, rather than solely authorized by the President or their designated representative.

40. Section 6-13e: amended to include “receipts” as part of expenditures that need to be reported to the membership and the BOD.
41. Section 6-13i: the term “President” has been replaced with the “Vice President of Finance and the Finance Committee” to ensure that there is consistent and direct communication with Vice President of Finance and the Finance Committee, rather than relying on the President.
42. Section 6-13j: removed the phrase “and their individual budgets.”
43. Section 6-13l: the term “the clerical” has been replaced with “LCFA.”
44. Section 6-14: duties of the Financial Secretary has been removed.
45. Section 6-15: amended to clarify that the Board shall establish an Executive Committee and a Finance Committee.
46. Section 6-16: removed an incomplete sentence.
47. Section 6-16: removed the phrase “who shall be a Director” when speaking about the chairperson.
48. Section 6-17: the phrase stating that additional members will be elected by the Board and serve at the pleasure of the Board, with vacancies filled by the majority vote, has been removed.
49. Section 6-17h: new section added to address that the Finance Committee shall oversee the Endowment Fund and the creation of financial and investment policies for the LCFA.
50. Section 6-20: amended to state that any member in good standing can serve on a committee, with at least one Board member required to serve on each committee. Additionally, any committee member can be elected to serve as the committee’s chairman.
51. Section 6-21: the phrase regarding committees being authorized to collect and disburse funds, as well as the requirement for committee members handling funds to be bonded and have their records available for audit, has been removed.
52. Section 7-5: has been updated to replace “45 days” with “reasonable time” and includes the phrase “and determined to be eligible for indemnification.” It outlines that an Indemnification Representative can request indemnification from the LCFA Secretary within a reasonable timeframe if they meet the eligibility criteria.
53. Section 7-10: section titled, “Contract Rights: Amendments or Repeal,” has been removed.
54. Section 7-12: section titled, “Reliance on Provisions,” has been removed.
55. Section 8-2: amended to include the term “by resolution” in relation to contracts.
56. Section 8-3: amended to state that all funds must be withdrawn with checks signed by “two” officers, replacing the previous requirement of only “one” officer. Additionally, removing “employee” as a check signer.
57. Section 8-5: the term “alternate” has been added to refer to individuals who should promptly and fully disclose any conflict of interests to the Delegate body.
58. Section 8-6: section titled, “Reference,” has been removed.

59. Section 8-7: the phrase “or the Boad of Directors” has been added granting them the ability to also propose amendments to these bylaws.
60. Section 8-7a: the phrase “or at least seven (7) current members of the Board of Directors” now authorizing the BOD to sign proposals.
61. Section 8-7b: amended to clarify that after the proposed amendments are presented, they will be read at three consecutive scheduled meetings of the membership/Delegate body (Quarterly and/or Annual).
62. Section 8-10: amended to state that the LCFA Board of Directors has set up an Endowment Fund to achieve two main goals: (a) supporting the mission of the LCFA as described in its Bylaws, and (b) providing a reliable source of funding for the programs and capital requirements of the LCFA. The Finance Committee is responsible for supervising the Endowment Fund and ensuring that it adheres to the policies set by the Board of Directors. The Treasurer will regularly update the Board of Directors on the financial state of the Endowment Fund through monthly reports.
63. Section 8-13: the “singing of America” and “Financial Secretary’s report” has been removed.
64. Section 8-13: under the order of business for Vice President of Operations, the “Bookstore Committee” has been substituted for “Law and Legislative Committee”, “PA Fireman” in place of “Publications”, and “IFSTA Manuals” has been removed.
65. Section 8-14: has been removed.