

**By-Laws of
Friends of Arlington's Great Meadows**

1. **Mission.** Friends of Arlington's Great Meadows (FoAGM) is dedicated to the stewardship of Arlington's Great Meadows in East Lexington and its preservation as a natural landscape.
2. **Steering Committee.** The Steering Committee (SC) is the decision-making body of FoAGM.
3. **Steering Committee Members.**
 - a. The current and past members of the SC, and their terms, are listed in Schedule A.
 - b. The SC may appoint new members from time to time who have demonstrated a significant commitment to furthering the goals of the organization.
 - c. SC members shall serve until May 31 of the year following the year in which they are appointed, and they may be reappointed.
 - d. The number of members on the SC shall be not less than five nor more than eleven.
4. **Decision-making.**
 - a. The SC may act only:
 - i. at a meeting called with reasonable notice, including by email, to all of its members; or
 - ii. by written consent, including by email, of all of its members.
 - b. A majority of the SC members shall constitute a quorum at a meeting.
 - c. The SC shall make every effort to act by consensus.
 - d. If consensus cannot be reached, decisions may be made by a vote of two-thirds of the SC members present at a meeting, rounded up to the next whole number. For example, if five members are present, a decision may be made by a vote of four members (three and one-third rounded up to four).
5. **Officers.** The SC may designate members with special responsibilities, such as a presiding officer and a fiscal officer, for such periods of time as are deemed appropriate.
6. **Minutes.** The recorded and approved minutes of the SC shall constitute the official record of its actions.
7. **Public Participation.** FoAGM welcomes public participation in its meetings and activities.
8. **Amendments.** These by-laws may be amended by a vote of three-quarters of all currently serving SC members, rounded up to the next whole number. For example, if six members are serving, amendments may be made by a vote of five members (four and one-half rounded up to six). A history of amendments to date is contained in Schedule B.

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SCHEDULE A

Current Steering Committee Members

<u>Member</u>	<u>Appointed/Reappointed</u>	<u>Through</u>
John Bartenstein	June 11, 2014	May 31, 2015
Gordon Jones	June 11, 2014	May 31, 2015
Don Miller	June 11, 2014	May 31, 2015
Sandra Ruggiero	June 11, 2014	May 31, 2015
Mike Tabaczynski	June 11, 2014	May 31, 2015
David White	June 11, 2014	May 31, 2015

Steering Committee Membership History

<u>Member</u>	<u>From</u>	<u>Through</u>
Gordon Jones	June 11, 2014	Present
Sandy Vorce	June 16, 2009	May 31, 2013
Laurel Carpenter	June 1, 2005	May 31, 2010
John Bartenstein	October 28, 2003	Present
Don Miller	October 28, 2003	Present
Sandra Ruggiero	October 28, 2003	Present
Mike Tabaczynski	October 28, 2003	Present
David White	October 28, 2003	Present
Andrea Golden	October 28, 2003	May 31, 2006
Scott Kirschner	October 28, 2003	May 31, 2006