BYLAWS COMMITTEE

INTERNATIONAL COUNCIL ON ENGLISH BRAILLE

2018 REPORT

# INTRODUCTION

It is my pleasure presenting to the 2018 Mid-term Executive Committee meeting the Bylaws report. The committee had been functioning as expected. This report will highlight all changes that the committee dealt with during the period 2016-2018, together with those unaccomplished activities. The committee conducts itself in terms of Bylaw 4.1.2.

# COMPOSITION

The 2016 General Assembly appointed the Bylaws committee vesting in the following persons:

* Mr Ntshavheni Netshituni (chairperson) South Africa;
* Ms Ilka Staglin (member) Ireland;
* Ms Jen Goulden (member) Canada;
* Ms Maria Stevens (member in terms of Bylaw 3.1.2) New Zealand; and
* Mr Christo de Klerk (ex officio) South Africa.

I must commend the team for being responsive each time a task is given to them.

# TASKS COMPLETED

The following change was proposed by the General Assembly in 2016.

Application of membership by an organisation other than a full or associate member in a country. The committee discussed this matter and came up with a provision which was accepted by the Executive in August 2017. This provision was then inserted in the Bylaws as item 1.1.3 for logical reasons, and the original 1.1.3 was renumbered as 1.1.4. The item reads as follows: “1.1.3 if an organisation or individual from a Full Member country seeks Associate Membership in ICEB, the Executive Committee will exercise its power to accept or reject the application based on consultation with the braille authority of that country.”

# INCOMPLETE TASKS

The Bylaws, in tandem with bylaw 4.1.2, constantly looked at the provisions of the Bylaws with a view to make further amendments. In 2014, Mary Schnackenberg made few observations on the current Bylaws which require some attention. These matters were briefly discussed with the committee and, at the time of writing this report, the chairperson was busy looking at each one of them, together with comments made by members.

The following are comments made by Mary:

* 1. Application for membership: [Mary: Judy holds a membership form which is not yet on the ICEB website.]

If indeed this form is still not uploaded, it is recommended that the executive follows up with Judy.

2.3 Attendance of observers: [Mary: no timeframes are specified here. We also need to think about timeframes for the midterm Executive Committee meetings]. Work in progress.

3.1.2 Vice President’s duties: [Mary: Does the vice president have to supervise the policy manual? See details about the policy manual in 4.1.2 bylaws committee below.] Work in progress.

3.1.7 Determination of members at large: [Mary: Constitution clause 6.1.3 says "The number of members-at-large shall be determined by the General Assembly." We need a mechanism for bringing this to the attention of the general Assembly.] Work in progress and, due to the nature of this provision, the committee will consult with exco for further guidance.

3.2 Vacancies: [Mary: the Constitution is silent on vacancies]. Work in progress.

3.3 Fundraising: [Mary: the Constitution is silent on fundraising. Should this section be moved to a section on finances?] Work in progress.

3.4.2 Voting in terms of Article 5.3 of the constitution: [Mary: Should the guide for voting by email be a bylaw or a policy?] Work in progress.

4.1.3 Nomination Committee: [Mary: we need a bylaw or policy describing the process for a secret ballot.] Work in progress.

4.2.1 UEB Maintenance Committee: [Mary: Do we need a list of technical committees to be kept current in the bylaws? I have had to scratch my head for a complete list of them. Should we reference the Charges?] Not exactly sure what to do with this one. More discussions will ensue among committee members.

# MEETINGS

The committee meets via emails and all decisions taken are taken through the votes conducted by email.

# COMMENTS

It is important that I make the following observation. It appears there are some provisions that are not implemented. I will identify these and circulate to the committee for discussions, after which the Executive will be informed.

It is further worth mentioning that a copy of the Bylaws is uploaded and kept on the website as an original document. This will ensure that only the document on the website serves as reference and individuals will keep only the working documents.

# 7. CONCLUSION

I wish to thank all committee members for their dedication and enthusiasm. Daunting as the work of this committee might appear, we all enjoy ourselves and give guidance as required. On behalf of the committee, I would like to thank the executive for the opportunity we are given to deal with these matters.

Ntshavheni Netshituni (Chairperson) On behalf of the Bylaws committee of the International council of English Braille (ICEB)