

FINAL Meeting Minutes
OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS

Meeting Minutes, OPUC, Main Hearing Room, Beardsley Building, 201 High St SE, Salem, OR 97301 August 14, 2019

Board members in attendance as follows: X = present O = absent P = phone participant

O	Scott Gallegos OUCC	X	Micah Brown NULCA	X	Joyce Nelsen Regulated Telecom <50K Access Lines	X	Ryan Sandhu Special Districts
O	Nathan Rivera Municipal Electric	X	Don Moore Natural Gas Distribution	X	Genece MacKay Regulated Electric	O	Fred Corona Interstate Natural Gas Pipeline
O	Tim Smith Cities Population <25K	X	Scott Clement Cities Population >25K	X	Johnny Sapp ODOT	X	Mitch Burghlea Cable TV
X	Phil Boyle OPUC	X	John Eckis Telecom Cooperatives	O	Joanna Valencia Counties		
			Open National Telecom Damage Prevention		Open Electric Cooperatives		Open Public Utility Districts
	Open Railroads		Open Contractors		Open Excavators		Open Telecom >50K Access Lines

Others in attendance were: Greg Snyder – OCC, Frank Planton – OCC, Kitty Davis – OUNC Administrative and Outreach Coordinator, Connor Toney – Lovett Inc, Jessica Malmstedt – Williams, Kyle Weraky – DAS – CHRD, Melanie Lewis – Pacific Power, Benjamin Motal – Deep Root Design.

Introductions: Micah Brown welcomed everyone to the meeting and introductions were completed.

Safety Moment – Phil Boyle provided this month’s safety tip on the importance of making sure there is solid footing when using a ladder or footstool. Micah Brown and Frank Planton recounted their own experiences on this subject.

Adopt Previous Board Meeting Minutes: Joyce Nelsen moved to accept the July 2019 meeting minutes as submitted. Genece MacKay seconded the motion. **Vote record 8-14-19-01.**

Open Testimony:

Open Testimony 1 – Jessica Malmstedt with Williams gave testimony regarding Wildland fires. Jessica would like the OUNC to have specific guidelines and possibly a new Header Code for Tickets for Wildland fires. Discussion followed. Micah Brown noted that this issue is being looked at by the OAR Committee and that he is aware the Joint Use Association is looking into a process to protect their above ground poles during wildland fires. Jessica will also be contacting the Oregon Emergency Response System.

Open Testimony 2 – Benjamin Motal with Deep Root gave a presentation on the Join.Me on-line meeting system. Discussion followed.

OUNC Operations Report: Greg Snyder reported that the call center continues to contact and test with members regarding the three new questions to be asked and the change in Header Code to 2 Full Business Days.

Greg advised the Board that the OCC Systems division continues to work on the graphics for the interactive dig date calendar to be placed on the scroll bar at the top of the home page on the OUNC website.

Greg provided the following information on the number of hits to the OR App.

Apple

Impressions = 9,140 (number of times the app was shown to an Apple user)

Product page views = 486

Number of active users = 780

Android

User downloads = 381

The OUNC Board wants to change the message included in the invoices for August and September regarding the tariff change. Ryan Sandhu will provide the information to Greg.

Greg received a question from the OCC Billing Office regarding Rodlund Road Community Water System. This member had previously sent correspondence to the OUNC Board regarding a past due amount. After discussion it was decided that Greg would collect additional data on the history of the member and provide and discuss the information with Ryan Sandhu.

The call center received an email from Barrypro LLC, under district code BPRO01, asking to be removed from the One Call System as they have had their underground water lines removed and no longer have underground facilities. The Board gave approval to take the member offline.

Greg also brought up a member under the name of John F Davis under district code JFD01. Mr Davis is deceased and the center can not reach anyone with any information on where or if there are still any underground lines. The property has been divided and there is no one to contact. The call center asks that this district code be allowed to be taken offline. The Board approved taking this member off line.

Scott Clement noted that he had received a letter from a homeowner that has a small portion of their sewer system in the public right of way and has been required to be a member and receive notification of excavation near their underground lines. This individual is requesting to stop receiving all of the public notices the Board has sent out via free formats. After discussion it was determined that this homeowner had made this same request several months ago and the Board determined that all of those registered with the one call system need to receive the public notices they send out. Scott will re-advise the customer.

The Board was reminded that as of July 1, 2019 the base cost per incoming ticket that OCC charges the OUNC is up for review. Any change is based on the CPI or a 1.5% increase, whichever is greater. Any increase in ticket costs for July will be retroactively applied on the August invoice after the CPI information is available.

All Board Members had previously been emailed copies of the July 2019 operations reports. Greg Snyder went over the highlights for the month. The incoming ticket total for July was 31,968 which is up 9.39% from July 2018. The ITIC percentage for July was 60.69%, down slightly from July 2018 at 60.93%. The incoming ITIC Mobile total for July was 404, up from 337 in 2018. The Average Speed of Answer (ASA) was 38 seconds for June 2019.

OUNC Billing & Aging Report: All Board Members were previously emailed copies of the billing reports and the aging reports for July 2019.

Treasurer Report: Joyce Nelsen: Joyce reviewed the OUNC Balance Sheets, Profit and Loss Detail and Profit and Loss Budget Performance for July 2019. Scott Clement moved to accept the treasurers' report as presented. Phil Boyle seconded the motion. [Vote record 8-14-19-02](#)

Board of Directors Officer's Reports:

Chair's Report: Scott Gallegos. No report

Vice Chair Report: Micah Brown – No report

Treasurer Report: Joyce Nelsen – No report

Secretary Report: Ryan Sandhu – Ryan wanted to thank Kitty Davis on getting public notices to the Oregon Transparency website. Both the Board Meeting and Committee Meetings are posted

PUC Representative Report: Phil Boyle – No report

Committee Reports:

Budget and Audit Committee: Joyce Nelsen: Joyce reported that the audit review is near completion and she will have a report at the October meeting,

Joyce noted the need to start the budgeting process for next year. Committees should be ready to put in requests during the September time frame.

Contracts Committee: Nate Rivera: Ryan Sandhu noted that the OUNC has an interagency agreement with the DAS for the recruitment process and will be working with Kyle Weraky from DAS – CHRD.

Damage Reporting/Dirt: Don Moore – Since Don is new to the Board and this position, he asked what expectations the Board has for the committee. Discussion followed. Priorities are getting access to DIRT to be able to view all reports submitted by members and, once the position is filled, getting the Executive Director involved in the DIRT reporting process.

Oregon Administrative Rules (OAR'S) & Tariff: Micah Brown: Micah provided a handout on correcting the rule 952-001-0020 error. (See ATTACHMENT 1).

Micah reported that EWEB has requested an exemption regarding cleaning out their water boxes and presented their case at the last OAR Committee meeting. The Board can't change the OAR's but the committee may be able to make an OAR language change to get the exemption into rule.

There are some other items the committee is discussing and those will be brought to the Board when the committee has more information.

The committee recommends spending \$1,575 to get the Standards Manual translated into Spanish. The Spanish version will only be available online at the OUNC website initially. Mitch Burgelea moved to use \$1,575 from the Training and Education budget for a Spanish translation of the entire Standards Manual by One Hour Translations. Scott Clement seconded the motion. **Vote record 8-14-19-03**

Publicity Committee: Scott Clement – Interim Chair. The Publicity Committee report was moved to an earlier slot, as Scott Clement will need to leave shortly.

Scott reported that the OUNC partnered with NW Natural for the first Safety Day at a Hillsboro Hops baseball game. Joyce Nelsen threw out the first pitch and gave an interview. There were over 3,500 attendees.

For National 811 Day, Lars Larson was hired to read an ad on his show.

From August 5th through September 29th there is an additional ad campaign.

30,000 calendars were ordered for 2020 at a cost of \$10,630 out of \$13,000 budgeted.

Policy & Procedures Committee: Johnny Sapp. Johnny reported that the committee met two times this past month and four versions of the Bylaws have been sent out to the Board Members.

Johnny noted that to approve the Bylaws takes 60% of the Board and there would only be 56% of the Board available today. Johnny asked if he should present the information today, without the Board being able to take a vote, or wait for a larger attendance. The decision was made to proceed with the presentation. Johnny reported that the Bylaws and the Policy and Procedures Manual will be separate documents and the format of the Bylaws was changed slightly. He also noted that the Policy and Procedures Manual could be updated by a simple majority of the Board. Johnny provided a handout of the updated Bylaws (See ATTACHMENT 2) and received feedback from the Board. He will make suggested changes and resubmit the Bylaws at the next Board Meeting.

Publicity Committee: See Publicity Committee report

Enforcement: Micah Brown: Micah reported that the committee and the PUC are still working on logistics for the enforcement process. Once these items have been resolved he will bring this back to the Board.

Training and Education Committee: Mitch Burghlea: Mitch noted that the next Locator Training class will be held October 1-3, 2019 and the next Excavator Safety Training classes will be held on November 19, 2019,

Mitch and Kitty Davis visited the NW College of Construction and consider it a good place to hold a future OUNC Board Meeting. Nothing has been finalized. Mitch and Kitty provided information on the training, classes and facilities at the college.

Ryan Sandhu made the Board aware of a request he received from a group in Washington County to get training on the new Oregon OAR's that went into effect the first of 2019. They are requesting the training on September 17, 2019. Mitch Burghlea, Micah Brown or Ryan Sandhu will try to attend to provide training.

Membership: Phil Boyle: Phil reported he is still working on getting a committee meeting.

Phil updated the Board on open Board positions. There are 22 designated positions and 7 are currently open. Phil also provided information on those with expiring terms.

Phil listed three items for discussion at the next committee meeting.

- 1- Open position recruitment
- 2- Skill set for recruits
- 3- Elimination of some positions

Oregon Utilities Coordinating Council (OUCC) Report: Scott Gallegos. No report.

It was noted that the next OUCC meeting would be held in September in Medford.

Executive Coordinator Committee: Ryan Sandhu: Ryan introduced Kyle Weraky, DAS Senior Recruitment Office. Kyle will help with recruitment of an Executive Director. This will not be an ongoing service, just for the recruitment and hiring process.

Ryan reported that the committee has met several times since the July Board Meeting and has also met with Johanna and Sylvia with the DOJ. They now have a recruitment plan, criteria and a draft of the job description. After a public announcement the recruitment plan will be discussed and voted on at the September Board Meeting.

Ryan advised the Board that there is an interagency agreement between the OUNC Board and the DAS for Kyle's services. The estimated cost is \$2,500 - \$4,000. Joyce Nelsen moved to accept the interagency agreement between the OUNC Board and the DAS for up to \$4,000. Scott Clement seconded the motion.

Vote record 8-14-19-04

Ryan advised the Board that the recruitment plan would need public notice and time for comment.

Ryan will email the Criteria document, showing the desired skills, out to all Board Members for review at the September Meeting.

There was discussion on a benefits package.

National Industry News: NULCA, CGA, Open Discussion: None

Old business: The 2018 Strategic Planning Document was discussed in detail. Joyce Nelsen is tracking typo's to be corrected. The listed committees need to be reviewed. Micah Brown noted that the Enforcement Committee language needs to be updated or changed before voting to approve the document. It was noted that the Organizational Chart also needs to be clarified. Kitty Davis will start making edits to the Strategic Planning document.

Kitty Davis showed the Board the plaque for those that achieve the "Gold Shovel Standard" in damage prevention. This plaque is in honor of Jarrod Morrison and will list those that have received the award. The master plaque will be placed in the 811 trailer and individual plaques will be given to those getting the award.

New Business: Ballots for election of officers for 2020 were handed out to all Board Members.

The results were:

Chair = Scott Gallegos

Vice Chair Micah Brown

Secretary = Ryan Sandhu

Treasurer = Johnny Sapp

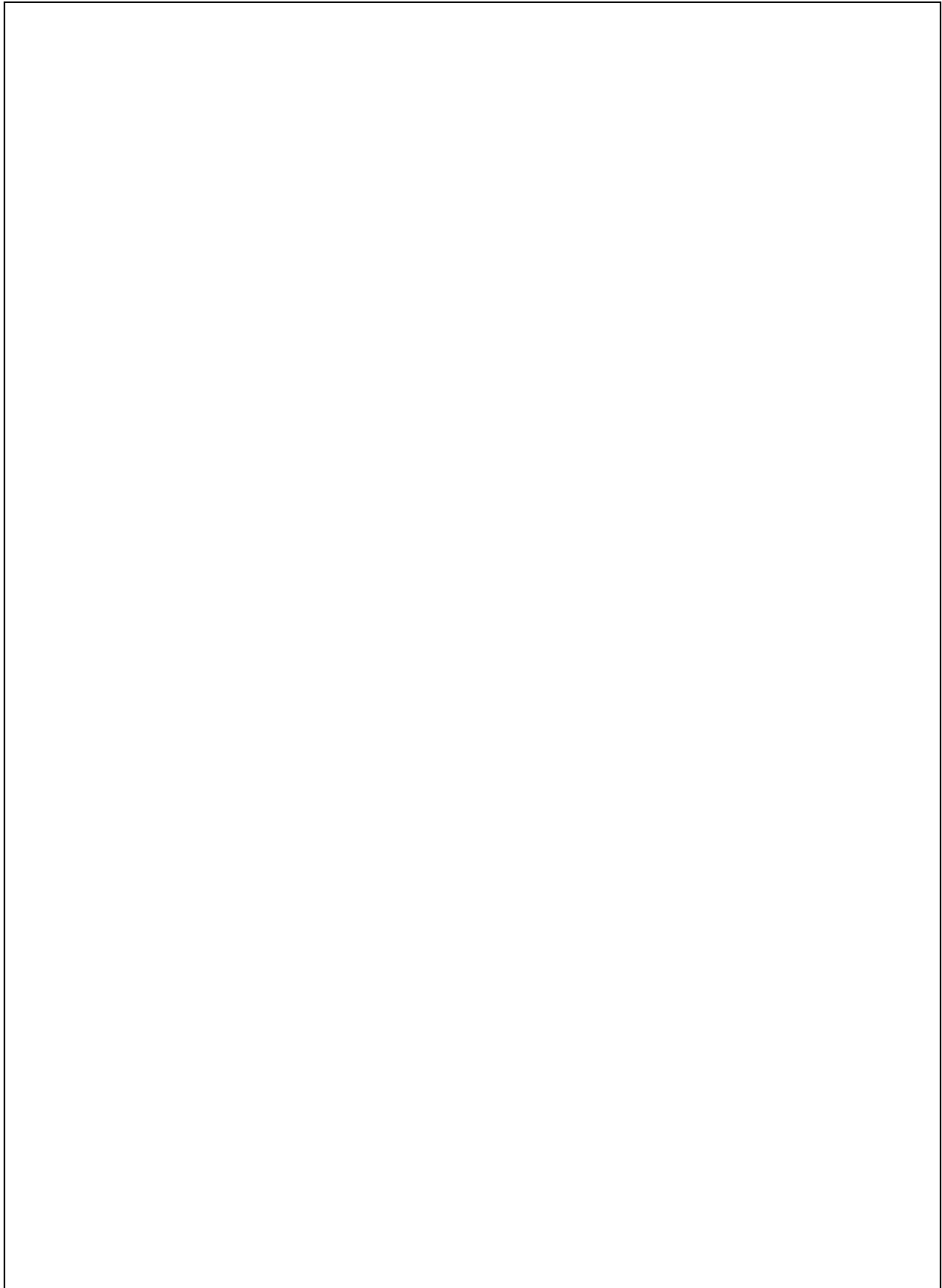
Don Moore moved to accept the written vote on officers for 2020. Geneece MacKay seconded the motion. **Vote record 8-14-19-05.**

The Board was advised that the Mid-Oregon Construction Safety Summit is being held in Bend in January 2020 and they have requested sponsorship from the OUNC Board. Phil Boyle moved to sponsor the Mid-Oregon Construction Safety Summit at \$1,500. Johnny Sapp seconded the motion. **Vote record 8-14-19-06.**

Good of the Order: None

Phil Boyle made a motion to adjourn the meeting. Johnny Sapp seconded the motion. **Vote record 8-14-19-07.**

Meeting Adjourned.



**Voting Record
Motion 8-14-19-01**

N P	Scott Gallegos OUCC	Y	Micah Brown NULCA	Y	Joyce Nelsen Regulated Telecom <50K Access Lines	Y	Ryan Sandhu Special Districts
N P	Nathan Rivera Municipal Electric	Y	Don Moore Natural Gas Distribution	Y	Geneece MacKay Regulated Electric	N P	Fred Corona Interstate Natural Gas Pipeline
N P	Tim Smith Cities Population <25K	Y	Scott Clement Cities Population >25K	Y	Johnny Sapp ODOT	Y	Mitch Burghlelea Cable TV
Y	Phil Boyle OPUC	Y	John Eckis Telecom Cooperatives	N P	Joanna Valencia Counties		
			Open National Telecom Damage Prevention		Open Electric Cooperatives		Open Public Utility Districts
	Open Railroads		Open Contractors		Open Excavators		Open Telecom >50K Access Lines

Summary

Yes = 10

No = 0

Not Present = 5

**Voting Record
Motion 8-14-19-02**

N P	Scott Gallegos OUCC	Y	Micah Brown NULCA	Y	Joyce Nelsen Regulated Telecom <50K Access Lines	Y	Ryan Sandhu Special Districts
N P	Nathan Rivera Municipal Electric	Y	Don Moore Natural Gas Distribution	Y	Geneece MacKay Regulated Electric	N P	Fred Corona Interstate Natural Gas Pipeline
N P	Tim Smith Cities Population <25K	Y	Scott Clement Cities Population >25K	Y	Johnny Sapp ODOT	Y	Mitch Burghlelea Cable TV
Y	Phil Boyle OPUC	Y	John Eckis Telecom Cooperatives	N P	Joanna Valencia Counties		
			Open National Telecom Damage Prevention		Open Electric Cooperatives		Open Public Utility Districts
	Open Railroads		Open Contractors		Open Excavators		Open Telecom >50K Access Lines

Summary

Yes = 10

No = 0

Not Present = 5

**Voting Record
Motion 8-14-19-03**

N P	Scott Gallegos OUCC	Y	Micah Brown NULCA	Y	Joyce Nelsen Regulated Telecom <50K Access Lines	Y	Ryan Sandhu Special Districts
N P	Nathan Rivera Municipal Electric	Y	Chris Grissom Natural Gas Distribution	Y	Geneece MacKay Regulated Electric	N P	Fred Corona Interstate Natural Gas Pipeline
N P	Tim Smith Cities Population <25K	Y	Scott Clement Cities Population >25K	Y	Johnny Sapp ODOT	Y	Mitch Burghlelea Cable TV
Y	Phil Boyle OPUC	Y	John Eckis Telecom Cooperatives	N P	Joanna Valencia Counties		
			Open National Telecom Damage Prevention		Open Electric Cooperatives		Open Public Utility Districts
	Open Railroads		Open Contractors		Open Excavators		Open Telecom >50K Access Lines

Summary

Yes = 10

No = 0

Not Present = 5

**Voting Record
Motion 8-14-19-04**

N P	Scott Gallegos OUCC	Y	Micah Brown NULCA	Y	Joyce Nelsen Regulated Telecom <50K Access Lines	Y	Ryan Sandhu Special Districts
N P	Nathan Rivera Municipal Electric	Y	Chris Grissom Natural Gas Distribution	Y	Geneece MacKay Regulated Electric	N P	Fred Corona Interstate Natural Gas Pipeline
N P	Tim Smith Cities Population <25K	Y	Scott Clement Cities Population >25K	Y	Johnny Sapp ODOT	N P	Mitch Burghlelea Cable TV
Y	Phil Boyle OPUC	Y	John Eckis Telecom Cooperatives	N P	Joanna Valencia Counties		
			Open National Telecom Damage Prevention		Open Electric Cooperatives		Open Public Utility Districts
	Open Railroads		Open Contractors		Open Excavators		Open Telecom >50K Access Lines

Summary

Yes = 9

No = 0

Not Present = 6

**Voting Record
Motion 8-14-19-05**

N P	Scott Gallegos OUCC	Y	Micah Brown NULCA	Y	Joyce Nelsen Regulated Telecom <50K Access Lines	Y	Ryan Sandhu Special Districts
N P	Nathan Rivera Municipal Electric	Y	Chris Grissom Natural Gas Distribution	Y	Geneece MacKay Regulated Electric	N P	Fred Corona Interstate Natural Gas Pipeline
N P	Tim Smith Cities Population <25K	N P	Scott Clement Cities Population >25K	Y	Johnny Sapp ODOT	N P	Mitch Burghlea Cable TV
Y	Phil Boyle OPUC	Y	John Eckis Telecom Cooperatives	N P	Joanna Valencia Counties		
			Open National Telecom Damage Prevention		Open Electric Cooperatives		Open Public Utility Districts
	Open Railroads		Open Contractors		Open Excavators		Open Telecom >50K Access Lines

Summary

Yes = 8

No = 0

Not Present = 7

**Voting Record
Motion 8-14-19-06**

N P	Scott Gallegos OUCC	Y	Micah Brown NULCA	Y	Joyce Nelsen Regulated Telecom <50K Access Lines	Y	Ryan Sandhu Special Districts
N P	Nathan Rivera Municipal Electric	Y	Chris Grissom Natural Gas Distribution	Y	Geneece MacKay Regulated Electric	N P	Fred Corona Interstate Natural Gas Pipeline
N P	Tim Smith Cities Population <25K	N P	Scott Clement Cities Population >25K	Y	Johnny Sapp ODOT	N P	Mitch Burghlea Cable TV
Y	Phil Boyle OPUC	Y	John Eckis Telecom Cooperatives	N P	Joanna Valencia Counties		
			Open National Telecom Damage Prevention		Open Electric Cooperatives		Open Public Utility Districts
	Open Railroads		Open Contractors		Open Excavators		Open Telecom >50K Access Lines

Summary

Yes = 8

No = 0

Not Present = 7

**Voting Record
Motion 8-14-19-07**

N P	Scott Gallegos OUCC	Y	Micah Brown NULCA	Y	Joyce Nelsen Regulated Telecom <50K Access Lines	Y	Ryan Sandhu Special Districts
N P	Nathan Rivera Municipal Electric	Y	Chris Grissom Natural Gas Distribution	Y	Geneece MacKay Regulated Electric	N P	Fred Corona Interstate Natural Gas Pipeline
N P	Tim Smith Cities Population <25K	N P	Scott Clement Cities Population >25K	Y	Johnny Sapp ODOT	N P	Mitch Burghlea Cable TV
Y	Phil Boyle OPUC	Y	John Eckis Telecom Cooperatives	N P	Joanna Valencia Counties		
			Open National Telecom Damage Prevention		Open Electric Cooperatives		Open Public Utility Districts
	Open Railroads		Open Contractors		Open Excavators		Open Telecom >50K Access Lines

Summary

Yes = 8

No = 0

Not Present = 7

ATTACHMENT 1

OFFICE OF THE SECRETARY OF STATE
BEV CLARNO
SECRETARY OF STATE

A. RICHARD VIAL
DEPUTY SECRETARY OF STATE



ARCHIVES DIVISION
STEPHANIE CLARK
INTERIM DIRECTOR
800 SUMMER STREET NE
SALEM, OR 97310
503-373-0701

STATUTORY MINOR CORRECTION

OUNC 1-2019
CHAPTER 952
OREGON UTILITY NOTIFICATION CENTER

FILED
07/12/2019 4:27 PM
ARCHIVES DIVISION
SECRETARY OF STATE
& LEGISLATIVE COUNSEL

FILING CAPTION: Statutory Minor Corrections to OAR 952-001-0020

CONTACT: Diane Davis
503-378-4372
diane.davis@state.or.us

PO Box 1088
Salem, OR 97308

Filed By:
Diane Davis
Rules Coordinator

AGENCY ATTESTS THE FOLLOWING CHANGES HAVE BEEN MADE, ACCORDING TO ORS 183.335(7):
Correcting grammatical mistakes in a manner that does not alter the scope, application or meaning of the rule
Correcting statutory or rule references

AMEND: 952-001-0020

RULE TITLE: Project Plans to Notify Excavator of Requirements of Law

RULE SUMMARY: This statutory minor correction to OAR 952-001-0020 corrects the rule reference from "OAR 952-001-0001 through 952-001-0090" to "OAR 952-001-0100" and removes the extra parenthesis from the end of the telephone number.

RULE TEXT:

All project plans must contain the following statement:

ATTENTION: Oregon law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0001 through 952-001-0100. You may obtain copies of the rules by calling the center.

NOTE: The telephone number for the Oregon Utility Notification Center is (503) 232-1987.

STATUTORY/OTHER AUTHORITY: ORS 757.552

STATUTES/OTHER IMPLEMENTED: ORS 757.552

ATTACHMENT 2

BYLAWS OREGON UTILITY NOTIFICATION CENTER

Board of Directors

(revised and approved by BOD on ___ / ___ / ___)

ARTICLE I OFFICES

1. The principal office of the Oregon Utility Notification Center (Center) shall be located in the city of Portland, County of Multnomah, State of Oregon.
2. The Center, through its board of Directors, may create offices at other places, as the business of the Center may require.

ARTICLE II BOARD OF DIRECTORS

1. **POWERS:** The board of Directors shall have and shall exercise all of the powers allowed by law and shall have the full authority to act on behalf of the Center in its management and control, not only of the Center's business, but all of its assets, subject only to these bylaws and to the laws of the State of Oregon.

The Board of Directors shall have sole power, subject to the laws of the state of Oregon, to determine what portion of funds and income of the Center shall be reserved for a purpose or shall be put to other uses.

2. **MEETINGS:** The Board of Directors may adopt rules governing regular or special meetings compliant with the latest revision of the Attorney General's Public Records and Public Meetings Manual. Notice must be given to include the place, time and type of meeting, and provide reasonable notice of when such meeting is being held. This notice may be delivered by any of the usual means of communication at the residence or business address of each board member, in addition to being posted on the OUNC website.

The chairperson, or a majority of the members of the board may call a special meeting at any time.

One or more members of the Board of directors may attend a meeting by telephone.

Providing there is a quorum (7 members) present, a simple majority vote of board members present at any meeting is sufficient to elect officers, pass any resolution, or conduct any of the Center's business.

Per ORS 757.547 (4), the Board of Directors shall meet at least once every 3 months. If a Board member fails to attend a scheduled meeting for 3 quarters (9 months), without good cause, the Board member will be removed from the Board.

3. **ORGANIZATION:** The Board of Directors shall select, from its own membership, a chairperson, vice chairperson, secretary and treasurer, all of whom shall serve for a one year term or the remainder thereof.

Board nominations for new officers shall be held in July, elections made in August, term of office beginning effective January 1.

The chairperson, or designee, shall conduct all special and regular meetings, in accordance with Roberts Rules of Order, latest edition, unless such rules violate these bylaws, in which case these bylaws shall control. The Board of Directors may assign other duties and responsibilities from time to time to the Chair.

The vice-chairperson shall have the duties and responsibilities of the chairperson in the absence of the chairperson, as well as such other duties and responsibilities as the Board of Directors may, from time to time assign.

The secretary or designee shall take minutes of all meetings and shall be responsible for providing notice of meetings as provided above. The secretary shall have such other duties and responsibilities as the Board of Directors may, from time to time assign.

The treasurer shall be responsible for ensuring the books and depositories of the Center are properly maintained. The treasurer shall have such other duties and responsibilities as the Board of Directors may, from time to time, assign.

4. **COMMITTEES OF THE BOARD:** The Board of Directors, may from time to time, appoint or disband committees from the membership of the Board. Such committees shall have authority to review and report to the full Board of Directors with respect to matters that may be assigned to them. Committee members shall serve at the pleasure of the Board of Directors. Chairpersons of standing committees shall be appointed during the first Board meeting of each year.
5. **CONFLICT OF INTEREST:** A Board member shall declare a conflict of interest or potential conflict of interest prior to taking part in any vote by the board, and may decline to vote on any matter in front of the Board, where that Board member has a direct or perceived financial or familial connection to how the Board moneys are being spent.
6. **NOMINATIONS:** Between 120 and 180 days before the expiration of the term of a member, the Board of Directors shall solicit a nomination as provided by law.

ARTICLE III

FUNDS

The moneys of the Center shall be deposited in such depositories as the Board of Directors shall designate, except that such depositories must be recognized banking institutions or trust companies and funds are to be withdrawn only upon signatures of person authorized by resolution of the Board of Directors.

ARTICLE IV
FISCAL YEAR

The fiscal year of the corporation shall be commensurate with the calendar year.

ARTICLE V
AMENDMENTS

A sixty per cent (60%) majority vote of the Board of Directors may adopt new bylaws or amend or repeal existing bylaws.

DRAFT JULY 2019