

## MLPOA By Law Amendments JULY 2020

- Section I Amend Section I to read “a minimum of \$75 in dues”
- Section III Amend Section III by adding this sentence after the first sentence in paragraph 1; “Under extraordinary circumstances meetings may be held electronically, virtually, or using other available technology.”
- Section IV Amend Section IV to read as follows; “The officers of the association shall be President, Vice President, Secretary, and Treasurer.”
- (a) **PRESIDENT:** The president is an elected position and shall be limited to a two year term. The president shall have the following duties. To provide leadership as the Chief Executive Officer of the Association. Schedules, sets agendas and presides over all MLPOA meetings. Casts the tie breaking vote in case of a tie vote at MLPOA meetings. The president is the official spokesperson of MLPOA and is responsible for issuing any responses to the media or others. The President appoints MLPOA Coordinators to two year terms that run concurrently with his/her term. Coordinators will be in the following areas: Lake Ecologist, Lake Host, Education Day, Information Technology. The President may appoint additional Coordinators as necessary. The President oversees and monitors the performance of other MLPOA officers, directors, coordinators and standing committees. The President is an ex-officio member of all MLPOA committees. The president serves as liaison for Town, State, or Federal agencies.
- (b) **VICE PRESIDENT:** The Vice President is an elected position and shall have a two year term limit. There will be no limits to the number of terms a Vice President may serve. The duties of the Vice President include assisting the President in performing MLPOA activities. The Vice President shall assume the duties of the President in his/her absence. The Vice President will assume the Presidents position should it become permanently vacant. The Vice President shall perform any administrative duties or assignments that may be delegated by the President.
- (c) **SECRETARY:** The Secretary is an elected position and shall have a two year term without limits to the number of terms. The Secretary’s duties include preparing and publicizing notification of meetings. The Secretary shall keep and publish minutes, including vote tallies, of the Annual meeting and all meetings. The Secretary shall maintain all official MLPOA correspondence . The Secretary shares in the maintenance of the electronic MLPOA membership roster and

- (c) mailing list with the Treasurer and the IT Coordinator.
- (d) TREASURER: The Treasurer is an elected position and shall have a two year term without limits to the number of terms served. The Treasurer shall receive and collect all monies due the association from any source. The Treasurer shall pay all bills and keep records of all disbursements. The treasurer shall make a yearly financial report at the annual meeting. The Treasurer will assist the Lake Ecologist Coordinator in contracting for invasive weed treatment programs. The Treasurer shall share in the maintenance of the electronic MLPOA membership roster and mailing list in conjunction with the Secretary and the IT Coordinator.

Section V Section V shall be amended to read” Project Coordinators shall be appointed by the President to two year terms to run concurrently with the Presidents term. There will be no limit to the number of terms a Project Coordinator may hold. The Project Coordinators will be as follows:

- (a) EDUCATION DAY COORDINATOR: The Education day Coordinator coordinates with the 5th grade teachers at Rindge Memorial Elementary School and Winchendon Toy Town Elementary School. The coordinator shall also coordinate activities with the Director of the Rindge Acres Beach Association for use of their private beach. The coordinator shall recruit the appropriate number of captains and pontoon boats based on the number of participants. 8 children per boat is the assumed load. The coordinator ensures appropriate information and training is provided to boat captains. The appropriate number of life vest is also verified. The coordinator shall work with NH DES to assure the appropriate number of instructors. The coordinator shall provide light refreshments, (compliments of MLPOA) to the adults supervising the activity. The coordinator supervises beach clean up after the event. The coordinator publicizes the Education Day Program on the MLPOA web site and local media, assisted by the I/T coordinator.
- (b) INFORMATION TECHNOLOGY COORDINATOR: The I/T coordinator shall maintain and monitor the official MLPOA website and Face Book page. The I/T coordinator shall administer network and data security, including virus security and email security. The I/T coordinator shall evaluate hardware and soft ware equipment to optimize technology resources. The I/T coordinator will share in the maintenance of the MLPOA mailing lists and membership data base with the Treasurer and Secretary. The I/T coordinator shall provide technical support to MLPOA Officers and Directors

(c) LAKE ECOLOGIST COORDINATOR: Shall work with the Treasurer to prepare and submit application for state grant monies to support the control of variable milfoil in Lake Monomonac. The Lake Ecologist Coordinator, working with the Treasurer will engage a lake service contractor for the application of herbicides to control variable milfoil in Lake Monomonac, and assist the contractor in any contractual requirements including but not limited to shoreline posting adjacent to intended treatment areas, in accordance with Special Permit conditions. The Lake Ecologist will participate in the survey of Lake Monomonac, conducted by the contractor and in coordination with NHDES and the Special Permit conditions, to determine the areas of the lake to receive herbicide treatment. The lake Ecologist Coordinator shall participate in the post application survey, in accordance with Special Permit conditions. The lake Ecologist Coordinator will provide the contractor with a list of shoreline abutters adjacent to intended treatment areas.

The Lake Ecologist Coordinator will manage the Volunteer Lake Assessment Program, (VLAP), a cooperative effort between NHDES and lake associations to assess water quality, to include scheduling of trained VLAP volunteers to collect water samples once a month in June, July and August. Said sample to be transported to the NHDES facilities in Concord, NH for analysis and entry into the NHDES database. The Lake Ecologist Coordinator will report the results of the water testing at the annual meeting.

(d) LAKE HOST COORDINATOR: Shall coordinate with NH Lakes to secure grant funding for the Lake Host Program. The Lake Host Coordinator shall ensure that all Lake Host Program requirements are fulfilled. He/She shall be responsible for recruiting, interviewing, hiring and scheduling Lake Host Inspectors for Lake Monomonac. The Lake Host Coordinator shall provide appropriate training and supplies required to perform their duties. He/She shall prepare staffing schedules and share information with said inspectors and NH lakes. The lake Host Coordinator shall submit time sheets, program records and the Final Report Survey to NH Lakes and MLPOA. The Lake Host Coordinator shall publicize the Lake Host program in local media.

Section V

Section V will become Section VI and so on through the subsequent Sections.