

# CODE OF REGULATIONS

## OF

### INTERNATIONAL COUNCIL OF KINETOGRAPHY LABAN

#### ARTICLE I

##### Corporate Purposes

###### 1.01 Corporate Purposes

The International Council of Kinetography Laban ICKL ("the Council") is organized and is to be operated exclusively for charitable, educational and scientific purposes which shall include, but not be limited to:

- (a) guiding the unified development of Labanotation/Kinetography Laban "the Laban system" of movement notation;
- (b) acting as the deciding body with regard to the orthography\* and encouraging consistent standards of practice within the system, including coordinating collaboration among organizations using the system;
- (c) promoting research into matters of notation which are likely to increase the efficiency and international usage of the system;
- (d) disseminating information about the Laban system to all interested persons;

\*For purposes of these Regulations, "orthography" refers to the standard usage of spelling out of movements by means of symbols of the system as recommended by the Council. It embraces the meaning of the symbols, their order and placement with one another, and correct design so as to facilitate reading.

- (e) The Council shall encourage and receive gifts and grants to the Council to assist it in promoting research and the dissemination of information concerning the Laban system of notation. The Council shall collaborate with centers of study using the system and with other bodies or individuals having related interest in research or dissemination.

**ARTICLE II**  
**Council Members**

**2.01 Qualifications of Members.**

Membership in the Council shall be open to all practitioners of the system as well as any individual interested in the work of the Council who has made direct application to the Secretary in writing and has paid the current subscription fee prescribed by the Council.

**2.02 Rights and Obligations of Members.**

- (a) Each member in the Council in good standing shall have the following rights as part of his or her membership:
  - (i) to have one vote at all Meetings of Members (including Technical Meetings, as hereinafter defined) on resolutions properly brought before the meeting, and to have one vote on all resolutions sought to be adopted by Members of the Council without taking action at a Meeting;
  - (ii) to initiate a research topic to be conducted by or through the Council.
- (b) By accepting membership in the Council, each member agrees and consents:
  - (i) to observe established copyrights on the Laban system and on material notated with the Laban system;
  - (ii) to use the orthography of the Laban system as decided by the Council;
  - (iii) to comply with the Articles of Incorporation of the Council (the "Articles"), these regulations and all other governing documents of the Council;
  - (iv) to be subject to personal jurisdiction of any competent tribunal in the State of Ohio in any legal or equitable proceeding involving both that member and the Council;
  - (v) if any research is undertaken or conducted by or through the Council, to undertake and conduct such research subject to the approval and review of the Research Panel and the Board of Trustees.

**2.03 Honourary Members.**

The Board of Trustees (as hereinafter constituted and defined, the "Board") shall have the power to invite any qualified individual to become an Honourary Member of the Council based on criteria established by the Council and stated in the By-Laws of the Council. Honourary Members shall not be entitled to vote, serve on the Board or be elected to Fellowship in the Council, and shall not be counted for purposes of

determining the total membership of the Council, the existence of a quorum at any meeting of the Council or the passage of any resolution voted on by Council members.

**2.04 Financial Assistance to Members.**

The Board of Trustees shall have the power to suspend membership fees and to issue grants to members based on criteria established by the Council and stated in the By-Laws of the Council.

**2.05 Suspension and Termination of Membership.**

Membership in the Council may be suspended or terminated by the vote of a two-thirds (2/3) majority of the Board for non-payment of the current subscription fee, for cessation in meeting membership criteria, or any conduct which the Board deems contrary to the best interests of the Council. A member of the Board shall not vote on suspension or termination of his or her own membership in the Council.

**ARTICLE III**

**Board of Trustees**

**3.01 Authority.**

The Board is authorized to carry out the administrative business of the Council between meetings of the Council; all actions taken by the Board shall be in accord with the laws of the state of Ohio, the Articles, these regulations, the By-Laws, and all decisions taken by the Council as a whole, as ultimate authority rests with the membership as a whole.

All actions of the Board are subject to review at the next scheduled meeting of the Council.

The board does not have the authority to decide standards of orthography for the Laban system, which power rests solely with the Council as a whole.

**3.02 Number, Selection, Term of Office.**

The Board shall consist of the five (5) officers of the Council described in Section 4.01, who shall be members ex officio, two (2) other, members of the Council and one (1) member of the Research Panel. Members of the Board who are not officers shall be elected individually by the majority of votes received from the members of the Council in a mail ballot conducted in the manner contemplated in Section 4.02(b) hereof or at a meeting duly called for that purpose. The Board may further consist of up to three (3) additional members of the Council appointed, by a majority vote of the Officers and elected Trustees.

Officers and Board Members elected by the Council shall hold office for terms of four (4) years or until their successors are elected and shall be eligible for re-election to an unlimited number of terms. Appointed Trustees shall hold office for the term specified by the Board, which term shall not exceed the date of the next general meeting of the Council. The number of Officers or Trustees may be changed by an amendment to these Regulations, but such change shall not have the effect of shortening the term of any incumbent Officer or Trustee.

### 3.03 **Additional Rights and Duties.**

- (a) Subject to direction or approval by the Council or specification in the By-Laws, the Board shall have the power to appoint such committees as it deems appropriate to carry on the administrative business of the Council and shall state the duties of such committees in writing. Such committees shall report directly to the Board and shall not have executive powers.
- (b) The Board shall have the power to remove any Officers Trustee or member of the Research Panel from office, by the vote of a two-thirds (2/3) majority of the entire Board then in office, for neglect of duty or conduct which, in the opinion of the Board, seriously threatens the reputation or work of the Council. An Officer or Trustee shall not vote on his or her own removal from Office or the Board.
- (c) In the event of the removal or resignation of an Officer or Trustee before his or her term of office has expired, the Board shall (unless otherwise provided in Article IV) appoint a successor Officer or Trustee for the balance of the unexpired term, up to the date of the next general meeting of the Council, who shall have all the qualifications, powers and duties of his or her predecessor.
- (d) The Board shall operate within the biennial budget approved by the General Meeting subject to qualifications stated in the Council's By-Laws.

### 3.04 **Meetings.**

The Board shall hold such meetings as may, from time to time, be called by the Chair or any two (2) Board members, but in any event, no less frequently than annually. All meetings of the Board shall be open to any member of the Council, unless otherwise provided by the vote of a two-thirds (2/3) majority of the entire Board then in office. Written records shall be kept of all proceedings of the Board and shall be open for inspection by any member of the Council.

### 3.05 **Place of Meetings.**

Meetings of the Board shall be at a place within or without the United States as may be designated in the notice of meeting.

### **3.06 Notice of Meetings.**

Notice of the date, time and place of each meeting of the Board shall be given to each Board member by the first class mail of involved countries, or by telephone no less than twenty (20) days and no more than one hundred eighty (180) days prior to such meeting, unless the call of such meeting deems the meeting to be for emergency purposes, in which case each Board member shall be given no less than two (2) days' notice of such meeting by telephone, telex, or telegraph, or other electronic media. Notice of a Board meeting need not specify the purpose of the meeting unless it is called for emergency purposes. Notice of the adjournment of a Board meeting need not be given if the date, time and place to which it is adjourned are fixed and announced at such meeting. Notice given to a Board member by any of the methods specified in this Section 3.06 shall be sufficient, and the method of giving notice to all Board members need not be uniform.

Notice of any meeting of the Board may be given by the Chair, the Secretary or, if applicable, either of the Board members calling any meeting.

### **3.07 Waiver of Notice.**

Notice of any meeting of the Board may be waived in writing, either before or after the holding of such meeting, by any Board member, which writing shall be filed with or entered upon the records of such meeting.

The attendance of any Board member at any meeting of the Board without protesting the lack of proper notice prior to or at the commencement of the meeting shall be deemed to be a waiver of notice of such meeting.

### **3.08 Quorum and Voting.**

Any four (4) Board members shall constitute a quorum at a Board meeting. The act of a majority of Board members present at a Board meeting at which a quorum is present is the act of the Board, except as otherwise provided by law, the Articles or these regulations. Each Officer and Trustee shall be entitled to cast one vote on any matter properly brought before the Board.

### **3.09 Action Without Meeting.**

The Board may authorize actions by the Board without a meeting by means of a writing or writings signed by all Board members then in office.

## **ACTION IV**

### **Officers**

#### **4.01 In General.**

The Officers to be elected by the members of the Council shall be a Chair, a Vice Chair, a Secretary and a Treasurer and Assistant Treasurer, each of whom must be a member of the Council and shall serve as a member of the Board. The Board may appoint such other Officers and employees of the Council as the Board deems advisable. Any Officer appointed by the Board shall not serve as a Trustee unless appointed to fill a vacancy in the position of Chair, Vice Chair, Secretary, Treasurer or Assistant Treasurer or in an office subsequently created by an amendment to this Section 4.01.

No person shall be elected to the office of Chair or Vice Chair unless that person is also a Fellow in the Council. Officers shall be eligible for re-election to an unlimited number of terms. These officers shall perform the duties prescribed in these regulations, the By-Laws, all decisions taken by the Council as a whole, and the Parliamentary authority adopted by the Council.

#### **4.02 Election and Term of Office.** [amended in 1999]

- (a) Chair and Treasurer shall serve a term of 4 years beginning January 1, 2000. The Chair shall be elected by a mail ballot of the current members of the Council entitled to vote. The balloting shall take place during the year immediately preceding the Biennial Meeting next preceding the commencement of the new Chair's term of office. Nominees for the position of Chair shall be received by the Board and shall include any name submitted by a current member of the Council which has been seconded in writing by at least one other current member of the Council. The nominee receiving the greatest number of valid votes received shall be declared the newly elected Chair and shall assume the office at the expiration of the preceding Chair's term.
- (b) The Vice Chair, Secretary and Assistant Treasurer shall likewise serve terms of four (4) years, beginning January 1, 2002. The Vice Chair, Secretary and Assistant Treasurer shall be elected by a mail ballot of the current members of the Council entitled to vote as soon as possible following the Biennial Meeting next preceding the commencement of their term of office. Nominees for any position shall be received by the Board but shall include any name submitted by a current member which has been seconded in writing by at least one other current member. The new Officer in each office to be filled shall be the nominee receiving the greatest number of valid votes received. The new Officer shall take office at the expiration of the preceding Officer's term.
- (c) All mail ballots for the election of Officers shall be conducted according to procedures to be established by the Board. In order to be counted, a mail ballot

must be received by the Secretary by the date specified on the ballot. The Board shall have final authority to determine the validity of all printed ballots. No action on dissolution of the Council or amendment of the Code of Regulations taken by mail shall be deemed validly taken unless ballots are received from at least a majority of the members of the Council then qualified to vote.

#### **4.03 Removal of Officers and Filling of Vacancy.**

An Officer may be removed from office in the manner and for the reasons provided in Paragraph 3.03(6), or by a two-thirds (2/3) majority vote of members present or by two-thirds (2/3) majority of members voting by post. Vacant offices and voting at a general meeting or a special meeting called for that purpose shall be filled in the manner provided in Paragraph 3.03(c).

#### **4.04 Duties of Chair.**

The Chair shall supervise other Officers and Trustees and the business of the Council; shall preside at all meetings of the Board of Trustees and of members of the Council; shall enforce the observance of all governing documents of the Board and the Council and the observance of parliamentary procedure in all Council activities (see By-Laws 7.08); and shall have such other powers and duties as the Board may, from time to time, prescribe.

#### **4.05 Duties of Vice Chair.**

In the absence of the Chair, or in the event of the Chair's resignation or removal from office or inability or refusal to perform the duties of the office of Chair, the Vice Chair shall perform the duties of the Chair and, when so acting, shall have all the powers of and be subject to all restrictions upon the Chair. The Vice Chair shall have such other powers and duties as the Board may, from time to time, prescribe.

#### **4.06 Duties of the Secretary.**

The Secretary shall keep a record of all proceedings of the Board, which shall be attested; shall keep a record of all proceedings of the members of the Council; shall sign all deeds, mortgages, bonds, contracts, notes and other instruments requiring an attestation or signature of the Secretary on behalf of the Council; shall keep such books as may be required by the Board; shall file all reports required to be filed with any governmental authority to which the Council is subject; shall, upon his or her resignation or removal from office, expiration of his or her term of office, or when so required by the Board or the Chair, deliver all books, papers and property of the Council to a successor Secretary or to the Chair; and shall have such other powers and duties as the Board may, from time to time, prescribe. In the absence of the Chair and Vice Chair, or in the event of the resignation or removal from office of the Chair and the Vice Chair,

or the inability or refusal of both of them to perform the duties of the Chair, the Secretary shall perform the duties of the Chair, and when so acting, shall have all the powers of and be subject to all restrictions upon the Chair.

**4.07 Duties of the Treasurer/Assistant Treasurer.**

The Treasurer, with the help of the Assistant Treasurer, shall receive and safely keep all money, bills, notes, securities, deeds, leases, mortgages and similar property belonging to the Council, and shall deal with or disburse the same as directed by the Board or the Chair; shall keep an accurate account of the finances and business of the Council, including accounts of its assets, liabilities, receipts, and disbursements, together with such other accounts as may be required and hold the same open for inspection and examination by the members of the Board, and the Council; shall submit such reports and make such filings as may be required by the Board, the Chair or any governmental authority to which the Council is subject; shall, upon his or her resignation or removal from office, expiration of his or her term of office or when so required by the Board or the Chair, deliver all money and other property of the Council to a successor Treasurer/Assistant Treasurer or to the Chair; and shall have such other powers and duties as the Board may, from time to time, prescribe.

**4.08 Honourary Officers.**

At any Biennial Meeting or other meeting of the members of the Council properly called for that purpose, the members may elect a President and a Vice President of the Council. The President and the Vice President are recognized as senior members of the Council, shall have precedent in representing the Council in non-administrative activities, and shall serve in other ways by agreement with the Board of Trustees or the Council.

**ARTICLE V**

**Fellows**

**5.01 Qualifications.**

To be considered for Fellowship in the Council, a member of the Council must:

- (a) provide suitable evidence, as prescribed by the Council's By-Laws, of an advanced practical and theoretical knowledge of the Laban system;
- (b) have attended at least one full Biennial Conference of the Council;
- (c) except for the first five (5) Fellows, who have already been selected, be recommended by a Fellow of the Council.



### **5.02 Election of Fellows.**

Any member of the Council may apply to the Vice Chair to be considered for Fellowship. At any time any application for election to Fellowship has been properly submitted to the Vice Chair, the Vice Chair shall schedule an election of Fellows to take place at the Biennial meeting next following submission of the member's application. If insufficient votes are received at the Biennial meeting to elect or to reject the application of a particular member, the Secretary shall send a mail ballot to any Fellow who did not attend the Biennial Meeting. Fellows voting by mail shall vote according to procedures to be established by the Board, and the Secretary shall not certify the election results until the mail ballot has been completed. Any member who fails to be elected to Fellowship may resubmit his or her application. A two-thirds (2/3) majority vote of all current Fellows voting shall be required to elect a member to Fellowship.

### **5.03 Term of Fellowship.**

A member of the Council elected to Fellowship shall remain a Fellow as long as he or she remains a member of the Council. By two-thirds (2/3) majority vote of the Fellows, Fellowship may be reinstated after a break in membership in the Council or a break in Fellowship status.

### **5.04 Rights and Obligations.**

The rights accruing to, and obligations imposed on, members properly elected to Fellowship shall be initially prescribed in writing by the Fellows of the Council and stated in the Council's By-Laws. Any changes made thereafter shall require the approval of a two-thirds (2/3) majority of the current Fellows at meetings properly called for that purpose.

## **ARTICLE VI**

### **Committees**

#### **6.01 Research Panel.**

The Research Panel shall consist of not less than three (3) and not more than five (5) Fellows of the Council, who shall be elected as provided in Section 6.02(a) or appointed as provided in Paragraph 6.01(b).

- (a) Election of Research Panel Members.
  - i) Members of the Research Panel shall be elected from the body of the Fellows, at Biennial Meetings, by the vote of a majority of the members of the Council present and voting.

- ii) Members of the Research Panel shall be elected to serve for a period of four (4) years. They shall not be eligible for reelection until they have been absent from the Research Panel for at least two (2) years with the exception of the Chair who may be elected for a second four (4) year term as member of the Panel.

(b) Powers and Duties.

The Research Panel shall:

- (i) act as the coordinating body of the Council in all "Technical Matters", as hereafter defined by the Council.
- (ii) be responsible for adequate preparation of technical materials to be presented at any meeting of the members of the Council; subject to rules stated in the By-Laws Section 8.
- (iii) report regularly to the Board on the work of the Research Panel.
- (iv) have the power, by the majority vote of all members of the Research Panel, to appoint up to two (2) additional members of the Research Panel.
- (v) have the power to appoint research committees as it or the Council deem appropriate to carry on the business of the Research Panel; such committees shall report directly to the Research Panel.
- (vi) work within the biennial budget approved by the General Meeting of the Council; subject to regulation by the Board.
- (vii) have such other powers and duties as the Council may, from time to time, prescribe and state in the Council's By-Laws.

(c) Meetings.

Research Panel shall meet according to procedures agreed upon by a majority of all members of the Research Panel.

(d) Chair.

The work of the Research Panel shall be coordinated by a Chair or Co-Chairs elected from among the members of the Research Panel by a majority vote of members of the Research Panel. The Chair shall serve as Chair for a term of two (2) years and may be re-elected to one additional term in office. All correspondence submitted to the Research Panel, including all research documents, shall be sent to the Secretary who shall direct such material to the incoming Chair of the Research Panel. Materials judged no longer of active use shall be deposited in the Council's archives. The Chair shall keep record of expenses of the Research Panel and shall submit a report of expenses to the Treasurer prior to each General Meeting.

(e) **Removal from Office.**

In the event the Chair resigns or is removed from office before his or her term of office expires, the Chair of the Council shall select an interim Chair, who shall be a member of the Research Panel, to serve until the members of the Research Panel have elected a successor Chair for the balance of the unexpired term. The Chair shall have such powers and duties as shall be conferred upon him or her by the Research Panel, subject to review, modification and approval of the Council or as stated in the Council's By-Laws.

Members of the Research Panel including the Chair may be removed from office, by the vote of a two-thirds (2/3) majority of all members of the Research Panel or of all members of the Board, for neglect of duty or conduct which seriously threatens the reputation or work of the Council or the Research Panel.

**6.02 Conference Organizer.**

A Conference Organizer shall be appointed by the Board promptly after each biennial meeting whose duty it shall be to plan the on site arrangements.

**6.03 Other Committees.**

Such other committees, standing or special, shall be appointed by the Board as deemed necessary for carrying on the administrative activities of the Council as directed or approved by the Council as a whole. The Chair shall be ex officio a member of all committees except a committee for nomination of officers.

## **ARTICLE VII**

### **Meetings of Council Members**

**7.01 Annual Meeting.**

Annual meetings of the members of the Council shall be scheduled as required by Ohio law, at a time and place to be determined by the Board.

**7.02 Special Meetings.**

Special Meeting of the members of the Council may be called by the Board or by written demand signed by twenty (20) members of the Council or by 20% of the current members of the Council, whichever is less, and delivered to the Secretary.

### 7.03 **Notice of Meetings.**

Notice of the date, time, place and purpose of each meeting of the members of the Council shall be given to each member of the Council by the Secretary or, if applicable, by one or more of the members calling such meeting, by first class United States mail, or its equivalent in other countries, no less than sixty (60) days and no more than one hundred eighty (180) days prior to such meeting. Notice of the adjournment of a meeting need not be given if the date, time and place to which it is adjourned are fixed and announced at such meeting.

### 7.04 **Waiver of Notice.**

Notice of any meeting of the members of the Council may be waived in writing, either before or after the holding of such meeting, by any member of the Council, which waiver shall be filed with or entered upon the records of such meeting. The attendance of any member of the Council at any meeting of the Council without protesting the lack of proper notice prior to or at the commencement of the meeting shall be deemed a waiver of notice of such meeting.

### 7.05 **Voting**

- a) Each member of the Council shall be entitled to cast one vote on any matter to be voted on by the membership of the Council. Except as otherwise provided by law, the Articles, these Regulations, the By-Laws or parliamentary authority of the Council matters voted on at any meeting of the members of the Council shall be deemed adopted by the affirmative vote of a simple majority of members present and voting. Acting Chair shall have the power to exercise a deciding vote on non-technical matters.
- (b) Any resolution involving a Technical Matter, as previously defined by the Council pursuant to Paragraph 6.01b(i) hereof, shall require for its adoption the separate approval of a three-fourths (3/4) majority of the Fellows present at a meeting of members of the Council. (See By-Laws Section 10).

The resolution shall, at the request of any member of the Council who is not a Fellow, be submitted at the same meeting to the members present who are not Fellows. If more than two-thirds (2/3) of the members present oppose the outcome of the vote by the Fellows on the same resolution then the Fellows shall be required to reconsider the resolution.

- (c) Members of the Council may vote by mail on matters relating to:
  - i) the election of Officers, Trustees and Fellows;
  - (ii) amendments to the Articles or these Regulations
  - (iii) voluntary dissolution of the Council;

(iv) authorization of extraordinary expenditures.

All votes cast by mail must be cast, and shall be counted, as provided in the respective sections of these regulations governing the matters set forth in this paragraph 7.05(c).

(d) Any resolution may be adopted by the unanimous written consent of all members entitled to vote thereon.

#### **7.06 Quorum.**

(a) Except for a Technical Meeting, as defined below, twenty percent (20%) of the membership of the Council shall constitute a quorum at any meeting of the members of the Council.

(b) Twenty-five percent (25%) of all current Fellows shall constitute a quorum for voting by Fellows on any resolution requiring a separate vote by the Fellows.

(c) Twenty-five percent (25%) or not less than twenty-five (25) members of the Council shall constitute a quorum at a "Technical Meeting" of the Council, which shall be a meeting of the members specifically called to discuss Technical Matters.

### **ARTICLE VIII**

#### **Subscription Fee**

The subscription fee for Council members shall be set and may be changed, from time to time, by the members of the Council at a Biennial Meeting.

### **ARTICLE IX**

#### **Dissolution of the Council**

#### **9.01 Procedure.**

The Council may be dissolved at any time by the following procedure:

(a) Any resolution proposing voluntary dissolution of the Council must be proposed and seconded by members of the Council and, if the Council then has more than ten (10) members, must be supported in writing by five (5) members of the Council. The text of any resolution proposing voluntary dissolution of the Council and a statement of the reason(s) for such proposal must be delivered to the Secretary not less than one hundred fifty (150) days prior to the meeting at which it is to be voted on or, if no such meeting is to be held, not less than one hundred fifty (150) days prior to the deadline specified in the resolution for

voting thereon. The Secretary shall, not later than thirty (30) days after the receipt of a resolution complying with the immediately preceding sentence, send to each member of the Council , by means of first class United States mail , or its equivalent in other countries, a printed ballot setting forth the text of the resolution, the statement of the reason(s) for such proposal submitted therewith, and the date by which such ballot must be marked and received by the Secretary to be counted. Votes on any resolution proposing voluntary dissolution of the Council may be cast in person or by mail. In order to be counted, a ballot cast by mail must be received by the Secretary prior to the meeting at which it is to be cast or, if no such meeting is to be held, by the date specified on such ballot. The Board shall have final authority to determine the validity of all printed ballots.

- (b) To become effective, a resolution proposing voluntary dissolution of the Council must be approved by a three-fourths (3/4) majority of all current members of the Council, unless otherwise required by law
- (c) If a resolution proposing voluntary dissolution of the Council is approved, the Board shall do all things required to complete the affairs of the Council as quickly as practicable. The Council shall continue to exist until its affairs are completed and all legal requirements for dissolution are complied with, whereupon the Council shall cease to exist.
- (d) Upon dissolution, the assets of the Council shall be distributed to an organization selected by the Board of Trustees.

## **ARTICLE X**

### **Fiscal Year**

The fiscal year of the Council shall begin the first day of January and end the thirty-first day of December.”

## **ARTICLE XI**

### **Official Language**

The Articles, these Regulations and any other governing document of the Council and any amendments to any of them, notices of meetings and records of the proceedings of the Council, the Board and any other subsidiary body of the Council, any resolution proposing to amend the Articles or these regulations or to dissolve the Council, and any other official document of the Council or written communication from the Council to its members shall be printed or typewritten in English and in such other language(s) as the Board deems appropriate to conduct the business of the Council, but in case of conflict between different versions of any such document, the original English text shall govern.

## **ARTICLE XII**

### **Amendments**

These regulations may be amended at any time by the following procedure:

- (a) Any resolution proposing an amendment to these regulations must be proposed and seconded in writing by members of the Council and, if the Council then has more than ten (10) members, must be supported in writing by two (2) additional members of the Council.

The text of any proposed amendment must be delivered to the Secretary not less than sixty (60) nor more than one hundred eighty (180) days prior to the meeting at which it is to be presented.

The Secretary shall, not later than fifteen (15) days after the receipt of a proposed amendment complying with the immediately preceding sentence, send to each member of the Council, by means of first class United States mail, or its equivalent in other countries, the text of the proposed amendment.

Proposals for amendments must be entertained at the General Meeting next following their submission. Amendments to amendments properly submitted as above may be accepted at the General Meeting.

Votes on proposed amendments to these regulations may be cast in person at a General Meeting or by mail. In order to be counted, a ballot cast by mail must be postmarked by the date specified on such ballot. The Board shall have final authority to determine the validity of all printed ballots.

- (b) To become effective, an amendment to these regulations must be approved by a two-thirds (2/3) majority of the members voting in person and by mail which majority must constitute a majority of all current members of the Council.
- (c) An amendment to these regulations shall become effective immediately following the completed voting thereon, unless otherwise provided in the resolution proposing such amendment.