

Bylaws of the Piedmont Humanists

Bylaws of Upstate S.C. Secular Humanist, Inc.

d.b.a. Piedmont Humanists

Established November 23, 1997

As amended on November 16, 2012, January 27, 2013, November 2, 2014, and March 18, 2018

Article I: Name

This organization shall do business as Piedmont Humanists, hereafter “PH”. It is incorporated in the state of South Carolina as UPSTATE S.C. SECULAR HUMANISTS and AMERICAN HUMANIST ASSOCIATION.

Article II: Financial Definition of Organization

Section 1: Definition

Piedmont Humanists, hereafter “PH” is incorporated in the state of South Carolina as UPSTATE S.C. SECULAR HUMANISTS and AMERICAN HUMANIST ASSOCIATION and exists as a 501(c)(3) non-profit organization as defined by the rules and regulations of the United States Internal Revenue Service and in accordance with the laws of the state of South Carolina.

Section 2: IRS Guidelines for this 501(c)(3) organization

- A) Organizations described in section 501(c)(3) are commonly referred to as charitable organizations. Other than testing for public safety organizations, 501(c)(3) organizations are eligible to receive tax-deductible contributions in accordance with IRS Code section 170.
- B) The organization must not be structured or operated for the benefit of private interests, and no part of a 501(c)(3) organization's net earnings may inure to the benefit of any private shareholder or individual. If the organization engages in an excess benefit transaction with a person having substantial influence over the organization, an excise tax may be imposed on the person and any organization managers agreeing to the transaction.
- C) To be tax-exempt under section 501(c)(3) of the Internal Revenue Code, an organization must be organized and operated exclusively for exempt purposes set forth in section 501(c)(3), and none of its earnings may inure to the benefit of any private shareholder or individual. In addition, it may not be an action organization, i.e., it may not attempt to influence legislation as a

substantial part of its activities and it may not participate in any campaign activity for or against political candidates.

Article III: Mission Statement

Our mission is to provide a welcoming and safe home for upstate South Carolina humanists within which we can stimulate intellectual curiosity through reason, engage in compassionate outreach, and promote a strong, interactive community.

Article IV: Purpose

Piedmont Humanists shall promote humanistic ideals based on ethics, reason, and human concerns. This organization is dedicated to building a socially nurturing and intellectually stimulating humanist community through public advocacy projects, social and environmental awareness programs, community outreach campaigns and watchdog activities.

Article V: Definitions

PH - Piedmont Humanists

Board - Board of Directors

General membership - All members, paid and non-paid, in attendance at any meeting

Paid membership - Members who have paid their annual dues and are in good standing

Article VI: Indemnification

Section 1: Definition

To the full extent authorized under the laws of the state of South Carolina, the organization shall indemnify any director, officer, employee, or agent, former or current, or any person who may have served at the organization's request as a director or officer of another corporation or organization (each of the foregoing individuals is referred to in this Article as an "indemnitee"), against expenses actually and necessarily incurred by such indemnitee in connection with the defense of any action, suit, or proceeding in which that indemnitee is made a party by reason of being or having been such member, director, officer, employee, or agent. The exception to this will be the indemnitee's involvement in matters in which that indemnitee shall have been adjudged in such action, suit, or proceeding to be liable for negligence or misconduct in the performance of a duty. The foregoing indemnification shall not be deemed exclusive of any other

rights to which an indemnitee may be entitled under any bylaw, agreement, resolution of the Board of Directors, or otherwise.

Section 2: Expenses

Expenses (including reasonable attorneys' fees) incurred in defending a civil or criminal action, suit, or proceeding may be paid by the organization in advance of the final disposition of such action, suit, or proceeding, if authorized by the Board of Directors, upon receipt of an undertaking by or on behalf of the indemnitee to repay such amount if it shall ultimately be determined that such indemnitee is not entitled to be indemnified hereunder.

Section 3: Insurance

The organization may purchase and maintain insurance on behalf of any person who is or was a member, director, officer, employee, or agent against any liability asserted against such person and incurred by such person in any such capacity or arising out of such person's status as such, whether or not the organization would have the power or obligation to indemnify such person against such liability under this section.

Article VII: Conflict of Interest

Section 1: Definition

A conflict of interest is defined as a member or Board of Director who enters into a transaction or arrangement that might benefit the private and/or financial interests, through compensation or ownership of property, of the member, Board of Director, or this person's immediate family, or might result in an excess benefit transaction. All Board members and paid members must disclose any and all relationships that could potentially benefit from investment in the financial dealings of the organization at the time of the transaction. Failure to do so can lead to reprimand, revocation, or permanent termination, and is subject to any civil or criminal actions as defined by the laws of the state of South Carolina and the United States.

Section 2: Treasurer Responsibilities

The Treasurer shall maintain any and all financial records including any forms regarding disclosure of conflicts of interests, and shall produce said records to any member, or financial or taxing authority that has requested them and, in conjunction with the Board, may require independent, outside experts to conduct a periodic review of the financials of the organization and any and all documents related to conflicts of interests.

Section 3: Board Responsibilities

The Board of Directors shall prevent anyone within the organization from voting on items for which there is a financial conflict of interest or for which the act of compensation may result in a conflict of interest.

Article VIII: Membership

Section 1: Eligibility

Any person who is in general accord with the above-stated purpose and not subject to a current revocation or permanent termination, may become a member by applying for membership to the Secretary and submitting payment of annual dues. Application for membership shall include names, mailing addresses, phone numbers, email and other electronic forms of contact. No person who is in complete accord with the purpose shall be refused membership for any reason.

Section 2: Dues

Annual dues will be determined by the PH Board. Any changes will be made by a simple majority of the Board present at any Board meeting.

Section 3: Collection of Dues

A) All dues collected after November 1 shall be considered applicable to the following calendar year, unless specified by the member.

B) Members considering running for a board position must be paid for the current year by the time of the introduction of their nomination, or no later than September 30.

C) Members wishing to vote in any election, general or special, must pay dues in full or must apply for waiver under the terms of Article VIII, Section 4, on or before the day of the distribution of ballots for said election.

D) Members must have paid their dues in full prior to any and all other votes taken by the paid membership.

Section 4: Application of Waiver or Scholarship

The Board of Directors shall designate a needs-based scholarship or waiving of member dues on a case-by-case basis, to be reviewed annually. Members are encouraged in confidence, should the need arise, to make an application of scholarship or waiver by contacting the Board in person, in writing, or via electronic communication, and with approval by a majority of the Board. Members who have their dues waived shall be afforded all the rights and privileges of paid membership. The Board, at its discretion and by majority vote, may extend lifetime memberships, in which all dues are waived, to any member either as a reward for service to the organization or in the case of extreme hardship.

Section 5: Rights and Privileges

All paid members in good standing shall be afforded the following rights:

- A) Suffrage of the organization,
- B) Petition of the Board,
- C) Subscription to the PH newsletter (*The Voice of Reason*),
- D) Discretionary review of PH financial reports,
- E) Review and a vote on any expenditure greater than the lesser of \$500 or 20% of current PH funds.

Section 6: Reprimand, Revocation and Reinstatement of Membership

A) The board may reprimand a member provided the following conditions are met:

- i. Suitable evidence that the member has infringed upon the principles of the PH Purpose, Mission, or other Code of Conduct as determined by the Board and membership,
- ii. The member has been served written notice, sent via postal or electronic communication and with approval by a majority of the Board, of said violation and evidence thereof,
- iii. The member has been afforded the opportunity to make a statement of defense, either in writing or via electronic communication and with approval by a majority of the Board, or in person at a Board hearing
- iv. The Board carries the reprimand with a majority vote
- v. The Secretary files a Report of Reprimand providing suitable history for the case.

A reprimand does not expire so long as the member remains in good standing and may or may not carry weight in a future revocation at the Board's discretion.

B) The board may revoke a member's standing provided the following conditions are met:

- i. Suitable evidence that the member has infringed upon the principles of the PH Purpose, Mission, or other Code of Conduct as determined by the Board and membership,
- ii. The member has been served written notice—sent via postal or electronic communication and with approval by a majority of the Board--of said violation and evidence thereof,
- iii. The member has been afforded the opportunity to make a statement of defense, either in writing, or via electronic communication, and with approval by a majority of the Board, or in person at a Board hearing,
- iv. The Board carries the revocation with a unanimous vote,

v. The Secretary files a Report of Revocation, providing suitable history for the case.

C) The Board reserves the right to revoke membership, without reinstatement, also known as permanent termination of membership. The Board may choose to do so at any time, with or without notice or finding of fact in a hearing, for gross, egregious, and systemic violations/ infringement of the principles of the PH Purpose, Mission, or other Code of Conduct or policy. In addition, this right to revoke membership will apply if the member has committed conduct outside PH that violates the criminal laws of South Carolina or the United States, provided revocation carries by unanimous vote of the Board. However, under normal conditions revocation of membership should follow the same provisions as reprimand, and if multiple reprimands are on file, the Board may revoke membership with a simple majority vote. A majority of the paid membership can also petition the Board at any time to establish a reprimand, revocation, or permanent termination of a member of the Board. Any board member subject to the provisions of removal may not have a vote in their own hearing of removal.

D) The Board may also reinstate membership under the following conditions:

- i. After a period of time to be determined at the Revocation Hearing, has passed,
- ii. The member has reapplied, submitting a formal request in writing, in person, or via electronic communication, and with approval by a majority of the Board,
- iii. The member is current and paid with his/her annual dues,
- iv. The Board passes reinstatement with a simple majority vote.

Section 7: Petition and Suggestions

Any member may submit a written petition, in person at a meeting of the membership, or via electronic communication, with approval by a majority of the Board, and requiring written response in no more than fourteen (14) days. The Board shall also maintain a convenient method, either in person, writing, or via electronic communication, and with approval by a majority of the Board, for members to submit suggestions.

Article IX: Government

Section 1: Definition

The Piedmont Humanists shall be governed by an elected Board of Directors consisting of a President, Vice President, Secretary, Treasurer, and one Deputy, to be elected by the paid membership for a term of one calendar year.

Section 2: Duties

A) The general duties of any officer of the Board shall be:

- i. Maintaining paid membership status within the organization,
- ii. Attending all regular Board meetings, save where the Board has approved special provision in advance,
- iii. Keeping in confidence any special topics under discussion and any external discussion so declared,
- iv. Running meetings in accordance to the spirit of Robert's Rules of Order, modern edition or later, operating within any proscribed guidelines appointed by the American Humanist Association and following any and all applicable laws regarding meetings in the state of South Carolina and the United States of America.
- v. Maintaining regular and prompt correspondence/communication with the Board and membership,
- vi. Participating in Board and membership voting,
- vii. Delegating duties where necessary, with permission of the Board president,
- viii. Submitting resignation of duties by signed decree should the Board member be unable to fulfill them and maintaining availability of any organization property or resources, including surrender of said property upon resignation, termination, or end of the calendar year term, provided the Board member is not re-elected by the paid membership,
- ix. Obeying a Code of Conduct as determined jointly by the Board and membership,
- x. Maintaining and respecting the purpose, mission statement, and the general principles of Humanism as established by the American Humanist Association,
- xi. Appointing members to ad-hoc committees to oversee specific topics of interest or duties proscribed by the Board,
- xii. The Board shall maintain indefinitely and archive as it sees fit, all documents related to purchases, gross receipts, expense reports, taxes, reports concerning assets and liabilities, bank statements, insurance, rent, and a record of dues collected. These documents will be made readily available for inspection or audit.

B) The specific duties of each position on the Board are:

i. PRESIDENT

- Create and prioritize the Board agenda and preside over all board meetings,
- Promote PH and Humanism in his/her capacity as spokesperson and ambassador for the organization,
- Form and supervise topical ad-hoc committees pursuant to the goals and operation of PH,
- Delegate or confirm board duties as necessary,
- Ensure the continued presence of PH.
- With board input, finalize decisions to implement new policies and all other board directives and decisions,
- Serve as ex-officio member of all committees.
- Conduct meeting discussions according to Robert's Rules of Order, modern edition or later,

ii. VICE-PRESIDENT

- Act in the absence of the President,
- Serve as parliamentarian for the Board as necessary and as proscribed by the President or a majority of the Board,
- Promote PH and Humanism,
- Participate in (or conduct, in the absence of the President) meeting discussions according to Robert's Rules of Order, modern edition or later.
- Supervise and/or assist President with ad-hoc committees as necessary,
- Execute any additional ad-hoc duties the Board determines as necessary by a majority vote,
- Facilitate the use of intra-Board communication media through all applicable means.

iii. SECRETARY

- Maintain all necessary records, either written or electronic, and ensure their accuracy,
- Maintain as current, all schedules, calendars, plans, and proposals,
- Take and keep minutes of all business meetings,
- Maintain a list of active memberships,
- Participate in meeting discussions according to Robert's Rules of Order, modern edition or later.

iv. TREASURER

- Keep an accurate accounting of all funds according to GAAP, (Generally Accepted Accounting Principles),
- Produce a resilient and balanced budget,
- Maintain the organization's accounts,
- Make quarterly financial reports to the Board and PH membership,
- Maintain documentation accessible to members as requested,
- Make any and all contacts to relevant financial institutions or taxation bodies as needed on behalf of the Board and PH.

- Participate in meeting discussions according to Robert's Rules of Order, modern edition or later.

v. DEPUTY

- Represent the membership to the Board,
- When requested by the Board, make recommendations and/or provide information and materials that will facilitate or enhance board projects,
- Appear at any organization event or ensure that an appointed representative is present,
- Execute any assigned duties as determined by a majority vote of the Board,
- Participate in meeting discussions according to Robert's Rules of Order, modern edition or later.

Section 3: Censure and Impeachment

A) A Board officer may be censured according to the same process as outlined in Member Reprimand (Article VIII, section 4).

B) A Board officer may also be impeached by the same process under Article VIII, provided the Board member has failed to execute the specific duties of the seat.

C) An Impeachment Hearing for removal requires a committee of membership made up of at least six (6) paid members to vote along with the Board. Those members may be chosen by simple acclamation at a member meeting or in writing, or via electronic communication, and with approval by a majority of the Board. These members may be chosen by a simple majority vote of the paid membership or a simple majority vote of the Board.

i. A two-thirds (2/3) affirmative majority vote of said committee and the Board is necessary for the removal to carry. Should a motion to remove carry, the Board officer will be ejected from the seat immediately and replaced according to "Special Election" section of Article XII.

D) The Board may further determine if the terms of Impeachment merit revocation and/or permanent termination of membership. Revocation and/or permanent termination must be stipulated at the Impeachment Hearing in order for the Board to utilize these actions as an additional penalty of removal.

E) The President, or in his/her absence the Vice-President, or a simple majority of the paid membership, reserves the ability to verbally censure any Board officer, provided it can be clearly demonstrated that there has been a violation of the Bylaws, Code of Conduct, regular meeting order as outlined in Robert's Rules of Order, modern edition or later, or the Board Operation Procedures. This requires no process or documentation, but may be noted in the Board meeting minutes, if necessary.

F) A simple majority of the Board of Directors, or the paid membership, may verbally censure the President, or in his/her absence, the Vice-President, provided it can be clearly demonstrated that there has been a violation of the by-laws, Code of Conduct, regular meeting order as outlined in Robert's Rules of Order, modern edition or later, or the Board Operation Procedures. This requires no process or documentation, but may be noted in the Board meeting minutes, if necessary.

Article X: Meetings

A) Regular membership meetings shall be scheduled in accordance with times and places set by the Board of Directors, with a majority approval of the general membership. Board meetings shall be scheduled at the discretion of the Board of Directors and at a time and place of the Board's choosing.

B) All meetings are open to the public, with the exception of the Executive session of the Board of Directors, per Robert's Rules of Order, modern edition or later, and in accordance with meeting laws of the state of South Carolina and the United States of America.

C) The Secretary shall notify the Board and members of the date, time, and place of a meeting in person, in writing, or via electronic communication, and with approval by a majority of the Board, no later than twenty-four (24) hours prior to the start of the meeting.

D) The Board, by unanimous decision or a quorum of at least 20% of the paid membership, may call an Emergency meeting of the Board or membership at its discretion and with little or no notice. Every effort must be made to notify all parties as soon as possible. A quorum of the majority of the Board and/or at least 20% of the paid membership must be achieved for any votes or business to be conducted at an Emergency meeting.

E) Should the need arise, the Board of Directors may allow for meetings to be conducted via virtual and/or electronic means, provided a mechanism is in place to allow the meeting to be as open to the membership as possible.

F) A quorum for the transaction of business requiring a vote of the paid membership at membership meetings shall consist of 20% of said paid membership.

G) Except as otherwise provided in regulations of the membership or of the Board of Directors, all business meetings of Piedmont Humanists shall be conducted in accordance with Robert's Rules of Order, modern edition or later.

Article XII: Elections

Section 1: Nomination and Conditions for Election

- A) Any member may nominate any other member for office, but the nominated member must consent to serve, and must be a current paid member of PH.
- B) An election for a seat on the Board requires at least one nominee. Should there be no nominees for a position, the incumbent may be asked to continue in that seat provided the remaining Board carries the motion with a three-fourths (3/4) majority vote.
- C) Nominations must be presented to the Board and general membership by September 30th.
- D) Voting shall take place at the first November meeting immediately following the November Board meeting, except when the Board meeting is moved or the election date moved pursuant to these bylaws.
- E) The Board may opt to move the election date, with the submission of a notice of at least thirty (30) days prior and by a majority vote of the Board.
- F) As a method of officiating the election, an ad-hoc election committee or the Board itself shall provide secret ballots, in writing or via electronic communication, and with approval by a majority vote of the Board.
- G) Election to a seat on the Board requires a simple majority of voting paid members.
- H) No voting in person or writing by proxy will be accepted. The Board will instead provide an absentee voting process, either in person or in writing by secret ballot, or via electronic means, as deemed appropriate by a majority vote of the Board.

Section 2: Transition of Duties

- A) Officers for the following year, commencing January 1, shall immediately assume Board duties, with prior officers acting as advisors, for a time period to be determined by the new Board, but not to exceed sixty (60) days into the new calendar year.
- B) All relevant organization resources shall be transferred to the new officers, and departing officers shall provide training as appropriate to the seat.
- C) New officers shall hold their first meeting in December along with the departing officers, transacting any necessary transitional information at this meeting. Departing officers shall have completed surrender of organization resources by the first Board meeting of the new year.

Section 3: Special Elections

- A) Should a Board seat become vacant for any reason before July of the current calendar year, a majority of the Board or a quorum of the paid membership may call for a special election to fill the seat,

B) Once it is determined that a special election will take place, there will be a call for nominations. Nominations shall close seven (7) days from the opening date.

C) The nominated candidates shall notify the Board and membership of their intent to run for the vacant office and their qualifications and plans for the intended position, either in person at a meeting of the membership or via electronic communications, as deemed appropriate by a majority of the Board. The candidates shall have fourteen (14) days from the closing of nominations to complete this process.

D) Should a candidate wish to withdraw, he/she will have seven (7) days from the closing of nominations to do so. This will allow any new candidate to come forward. That candidate will have the remaining time to notify the membership of his/her qualifications and plans for the intended position, either in person at a meeting of the membership or via electronic communications as deemed appropriate by a majority of the Board.

E) On the 14th day from the original closing of nominations, the voting for the vacant office shall take place. Voting shall proceed either in person at a meeting of the membership or via other electronic means approved by majority of the Board. The voting process shall continue for no longer than seven (7) days, but may conclude before this time.

F) If there are no candidates for the position, the Board may appoint a temporary holder of the office until such time as a general election takes place within the calendar year, or choose to leave the position vacant until such time as a general election is called.

Article XIII: Amendments

These Bylaws, and any portion thereof, may be amended, repealed, or modified, or new Bylaws adopted at any time by a two-thirds (2/3) vote of those eligible paid members voting in the affirmative, at a regular membership meeting provided all members have been advised in person in writing, or via electronic means as deemed appropriate by a majority of the Board. The proposed change(s) must be made at least fourteen (14) days prior to the meeting at which the vote is to take place.

Article XIV: Appendices

At its discretion, the Board of Directors may include Appendices of Operating Procedures not defined by the Bylaws. These include, but are not limited to:

A) Code of Conduct and Sexual Harassment Policy,

B) Social Media Policy

C) Board Operating Procedures and Documents

Appendix A: Code of Conduct and Sexual Harassment Policy

Section 1: Non-Discrimination Statement

Piedmont Humanists (which includes its Board of Directors and its membership, in their capacity within the organization) does not discriminate on the basis of race, color, national or ethnic origin, ancestry, age, socioeconomic status, religion or religious creed, disability or handicap, sex or gender. In addition, PH does not discriminate against individuals who are pregnant, or victims of sexual harassment and other sexual misconduct including acts of sexual violence such as rape, sexual assault, sexual exploitation and coercion. Furthermore, this organization does not discriminate based upon gender identity and/or expression (including a transgender identity), sexual orientation, military or veteran status, immigration status, genetic information, or any other characteristic protected under applicable federal, state or local law. Retaliation is also prohibited against those who may bring up complaints or violations of the PH Bylaws to the attention of the Board of Directors

Section 2: Ethical Statement

Piedmont Humanists is committed to:

- Acting honestly, truthfully, and with integrity and respect in all our transactions, dealings, and conversations;
- Avoiding conflicts of interest;
- Appropriately handling actual or apparent conflicts of interest in our relationships;
- Treating every individual fairly and with dignity, respect, and good faith; providing conditions of membership that safeguard the individual's rights and welfare;
- Being good citizens and complying with both the spirit and the letter of the law, except in cases where civil disobedience is required due to legal overreach or discrimination;
- Acting responsibly and respectfully toward the communities in which we live and work;
- Being responsible, transparent and accountable for all of our actions;
- Behaving in a manner consistent with Humanism and the mission and purpose of PH and the American Humanist Association.

Section 3: Sexual Harassment and Inappropriate Behavior

- A) PH, its Board of Directors, and its membership have a **zero** tolerance policy regarding sexual harassment and inappropriate behavior. Inappropriate behavior by members in their capacity at PH functions or in any and all correspondence including electronic communications and forums, may include but is not limited to: harassment (including sexual innuendo), bullying, sexism, racism, bigotry, ageism, behaviors indicative of rape culture, pedophilia, exploitation, coercion, graphic violence, assault, transphobia, and identity hate.
- B) All members are encouraged, in their capacity as a member of PH, and with confidence, to contact the Board immediately should any incident arise regarding inappropriate behavior of another member. The Board has a solemn and binding obligation to address any and all complaints in a timely manner and in accordance with the Bylaws and this Code of Conduct.
- C) Should the need arise, the Board of Directors may refer/seek counsel with outside authorities regarding any inappropriate conduct committed by any member and deemed illegal. These authorities may include, but are not limited to, local police agencies, SC State Police, US Postal Inspectors, the Secret Service, the Department of Homeland Security, the FBI, and the IRS, as required by law.
- D) Any misconduct related to sexual harassment and inappropriate behavior by a member of the Board of Directors, will be redressed under Article IX of the Bylaws.
- E) The PH Board of Directors can modify this policy at anytime with a simple majority vote.

Appendix B: Social Media Policy

This policy governs all PH digital, electronic, and social media property on the internet. This includes, but is not limited to: Facebook, and its affiliates including Instagram and Messenger, Twitter, Snapchat, Google Suite products, PH emails, MailChimp, and the PH Website.

- A) The Board of Directors shall serve as proprietors, administrators, and moderators of all PH digital, electronic, and social media property in accordance with the Bylaws and the Code of Conduct and Sexual Harassment Policy
- B) Digital, electronic, and social media property may be subject to separate conduct and privacy policies of the particular properties/platforms; the Board of Directors shall be responsible for moderating its properties in accordance with those policies
- C) PH does not tolerate any acts, posts, or language that demonstrates any of the following on any of its digital, electronic, and social media properties: hate speech, misogyny, anti-feminist actions/speech, homophobic actions/speech, racist actions/speech, inappropriate messaging/touching including sexual harassment and sexual solicitation of adults and/or

minors, bullying, proselytizing, hacking, excessive spamming, digital blackmail, victim blaming, slut shaming, threatening, rape culture, statements/actions against sex-positivity, statements/actions against persons with disabilities, body shaming, violating the privacy of posts made in this group, extreme violence, pedophilia, and doxing.

- D) Any member of PH who engages in unacceptable behavior on PH digital, electronic, and social media properties/platforms can lose their privilege and access to said properties and may be subject to further action under the PH Bylaws, the laws of the state of South Carolina, and the United States of America.
- E) Access to any and all social media digital and electronic properties by the membership is at the sole discretion of the PH Board of Directors in their capacity as proprietors, administrators, and moderators. Said properties can be modified, copied, limited, archived or closed by a majority vote of the PH Board of Directors.
- F) The PH Board of Directors shall post any and all parts of this policy and/or Code of Conduct on its digital, electronic, and social media properties/platforms, where applicable. They may also modify the language of the policy but not the content in accordance with any restrictions of the digital, electronic, and social media properties.
- G) The PH Board of Directors can modify this policy at any time with a simple majority vote.

Appendix C: Board Operating Procedures and Documents

(This section is intentionally left blank and will be updated as needed by the PH Board of Directors.)