



BYLAWS FOR CHRISTIAN EXPLORER MINISTRIES, a TEXAS NONPROFIT CORPORATION

ARTICLE I

These bylaws constitute the code of rules adopted by Christian Explorer Ministries for the regulation and management of its affairs.

ARTICLE II **Purpose**

The purpose of Christian Explorer Ministries, (hereinafter called the "Corporation") is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of Section 501 (C) (3) of the Internal Revenue Code of 1986, as amended. The primary purpose of the corporation is to promote, encourage, enhance, and improve the interest in the Bible as framed in the Christian perspective; to promote and engage in the activities of service, mercy, and charity in a real and tangible way; to promote and encourage interdenominational fellowship through the use of print, electronic, conventional, and multimedia technologies; to convey to the public an adequate and correct knowledge of the role of a dedicated and spiritual Christian ministry in the community, state, and nation, and to foster in the public mind a wholesome respect for the teachings and principals provided in The Holy Bible; and to broaden the objectives of the corporation by the encouragement of the interchange of information among all members and denominations of established Christian organizations.

No part of the net earnings of the Corporation shall inure to the benefit of or be distributable to its directors, officers or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes and objectives set forth in the Articles of Incorporation. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in or intervene in any political campaign in behalf of any candidate for political office.

The Corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501 (c) (3) of the

Internal Revenue Code of 1986 (or any subsequent corresponding provisions of future United States Internal Revenue law) or (b) by a corporation, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Internal Revenue Law).

ARTICLE III

Executive Administration

3.1 Management of the corporation shall be the responsibility of the Active Members (voting members) as outlined herein:

3.2 **Founding Members**

Founding Membership is reserved for the individual(s) responsible for the ideas, concepts, and original organization of the corporation. Founding membership is available only to the individual(s) listed in the Directors positions for the initial founding of the corporation and acknowledged and awarded this status through unanimous vote by the first Board of Directors. There is no required fee to maintain Founding Membership status. Founding Membership status is perpetual. Founding Membership can not be revoked or diminished in capacity. Founding Members shall be notified of all annual and special meetings requiring a vote as provided by the Bylaws of the corporation. Founding Members shall be entitled to all benefits accorded to members of the Board of Directors and the Executive Advisory Panel. As provided by Article 1396-2.13 of the Texas Nonprofit Corporation Act, Founding Members are vested with the ability to veto any action or move requiring a vote by the active members.

3.3 **Board of Directors**

The Board of Directors acts in part with the other Active Members to handle the management of the business and affairs of this Corporation, subject to the Texas Non-Profit Corporation Act, the Articles of Incorporation, and these Bylaws. The Board of Directors is vested with the primary responsibility of managing the corporation as the executive body. The Board of Directors must abide by the decision of vote of the Active Members.

3.4 **Executive Advisory Panel**

The Executive Advisory Panel acts in part with the other Active Members to handle the management of the business and affairs of this Corporation, subject to the Texas Non-Profit Corporation Act, the Articles of Incorporation, and these Bylaws. The Executive Advisory Panel's primary function is to research issues that may effect the corporation and make recommendations, research proposals presented by the Board of Directors and make recommendations, and to provide an annual report assessing the success of the corporation based on the purpose as outlined in Article Six of the Articles of Incorporation.

ARTICLE IV

Membership

4.1 Classes

There shall be eight classes of membership divided into two categories, Active and Associative. Active membership classes: Founding, Executive, Executive Advisory Panel. Associative membership classes: Business Partner, Supporting Partner, Subscription Only, Retired, and Honorary. Only the Active Membership classes, Founding, Executive, and Executive Advisory Panel Memberships shall be entitled to vote. Membership fees for Associative Members shall be determined at the annual meeting as suggested by the Board of Directors and enacted by (2/3) majority vote of the Active Members.

4.2 Founding Members

Founding Members shall be voting members who are persons identified by Article III, Section 3.2 and Article V, Section 5.2 of the Bylaws.

4.3 Executive Members

Executive Members shall be voting members who are persons elected to and actively engaged as an officer on the Board of Directors.

4.4 Executive Advisory Panel Members

Executive Advisory Panel Members shall be voting members who are persons elected to and actively engaged as an advisor on the Executive Advisory Panel.

4.5 Business Partner Members

Any business organization, governmental institution, or other institution wishing to support Christian Explorer Ministries may become a Business Partner Member. Business Partner Members shall not be voting members of the Corporation

4.6 Supporting Partner Members

Any individual wishing to support Christian Explorer Ministries may become a Supporting Partner Member. Supporting Partner Members shall not be voting members of the Corporation.

4.7 Subscription Only Members

Any individual wishing to receive the Christian Explorer Ministries newsletter may become a Subscription Only Member. Subscription Only Members shall not be voting members of the Corporation.

4.8 Retired Members

Any individual who has served as an Active Member of Christian Explorer Ministries and has retired from their full-time administration position is considered a Retired Member.

4.9 Honorary Members

Any individual who has served as an Active Member and has retired from their full-time administration position and those individuals or organizations elected by (2/3) majority vote of the Board of Directors are considered Honorary Members and are invited to attend all Christian Explorer Ministries events at no registration fee except for food and lodging.

ARTICLE V

Active Membership

5.1 Active Membership shall be determined as Founding Members or by vote. Active Membership shall not be restricted because of race, sex, or nationality. Active Members shall be defined as follows:

5.2 Founding Members

Founding Membership is reserved for the individual(s) responsible for the ideas, concepts, and original organization of the corporation. Founding Membership is subject to the criteria as outlined in Article 3, Section 3.2.

5.2.1 Powers

As provided by Article 1396-2.13 of the Texas Nonprofit Corporation Act, Founding Members are vested with the ability to veto any action or move requiring a vote by the active members.

Founding Members may also hold office on the Board of Directors and the Executive Advisory Panel. Founding Members holding office on the Board of Directors and/or the Executive Advisory Panel are subject to all criteria necessary to the position and are subject to the powers, qualification, terms, and elections as provided by the Articles of Incorporation, the Bylaws, and Chapter Nine of Vernon's Texas Civil Statutes regarding Nonprofit, cooperative, religious and charity organizations.

5.2.2 Compensation

Founding Members shall be compensated in a reasonable amount for services and duty rendered to the Corporation. The Corporation shall not loan money or property to, or guarantee the obligation of, any Founding Member.

5.3 Board of Directors

The Board of Directors acts in part with the other Active Members to handle the management of the business and affairs of this Corporation, subject to the Texas Non-Profit Corporation Act, the Articles of Incorporation, and these Bylaws. The Board of Directors is vested with the primary responsibility of managing the corporation as the executive body with regards to the decision of vote of the Active Members.

5.3.1 Powers

The Board of Directors of this Corporation is vested with the administration of the decisions and direction of the body of Active Members. The Board of Directors shall maintain the authority to engage in good faith the business and affairs of this Corporation, subject to the established directives of the Active Membership and subject to the Texas Non-Profit Corporation Act, the Articles of Incorporation, and these Bylaws.

5.3.2 Qualifications

Directorships shall not be denied to any person on the basis of race, creed, sex, or national origin. Employees of the Corporation are ineligible to serve on the Board of Directors.

5.3.3 Number of Directors

The Board of Directors will consist of four Directors. Upon majority resolution of the Board of Directors, the number of Directors may be increased or decreased from time to time, but in no event shall a decrease have the effect of shortening the term of an incumbent Director, or decreasing the total number of Directors to less than three Directors. Until the first meeting for electing the Directors occurs, the initial Board of Directors shall consist of Active Members selected for Director positions during formation and as conforms to Chapter Nine of Vernon's Texas Civil Statutes regarding Nonprofit, cooperative, religious and charity organizations

5.3.4 Term of Directors

Directors shall serve a term of three (3) years as the duration of a single term. There are no term limits and, therefore, Directors may serve any number of consecutive terms.

5.3.5 Election of Directors

Elections for Directors filling expired terms shall be held at the last meeting of the fiscal year. Any directorship to be filled by reason of an increase in the number of Directors shall be filled at the next regular meeting of the Board of Directors or at a special meeting called for that purpose. When a re-appointment or replacement is made, the re-appointment or replacement shall be considered effective on the date that the prior term expired (i.e., the new term does not begin on the date of the election). Board members whose terms have expired may continue serving until they are either re-appointed or until their successors are chosen. All Active Members shall be entitled to cast a single vote in electing a director.

5.3.6 Resignation

Any Director may resign at any time by delivering written notice to the Secretary or President of the Board of Directors. Such resignation shall take effect upon receipt or, if later, at the time specified in the notice.

5.3.7 Removal

Any Director may be removed without cause, at any time, by a majority of the entire group of Active Members, at a Regular or Special Meeting called for that purpose. Any Director under consideration of removal must first be notified about the consideration by written notice at least five days prior to the meeting at which the vote takes place.

5.3.8 Vacancies

Vacancies shall be filled by majority vote of the remaining Active Members, though less than a quorum, and the Director filling the vacancy shall serve for the remainder of the term of the directorship that was vacated. Vacancies shall be filled as soon as practical. Any Active Member may make nominations to fill vacant directorships.

5.3.9 Compensation

Directors shall be compensated in a reasonable amount for services and duty rendered to the Corporation. The Corporation shall not loan money or property to, or guarantee the obligation of, any Director.

5.4 Executive Advisory Panel

The Executive Advisory Panel acts in part with the other Active Members to handle the management of the business and affairs of this Corporation, subject to the Texas Non-Profit Corporation Act, the Articles of Incorporation, and these Bylaws. The Executive Advisory Panel's primary function in management is to research issues that may affect the corporation and make recommendations, research proposals presented by the Board of Directors, and to provide an annual report assessing the success of the corporation based on the purpose as outlined in Article Six of the Articles of Incorporation. The Executive Advisory Panel is also to assist in providing the moral and ethical support of the corporation and has the authority to audit operations.

5.4.1 Powers

The Executive Advisory Panel of this Corporation is vested to research issues that may affect the corporation and make recommendations, research proposals presented by the Board of Directors, and to provide an annual report assessing the success of the corporation based on the purpose as outlined in Article Six of the Articles of Incorporation. Members of the Executive Advisory Panel are not vested with the power to sign documents, enter deals, or act in any way as the authorizing representatives of the corporation.

5.4.2 Qualifications

Executive Advisory positions shall not be denied to any person on the basis of race, creed, sex, or national origin. Employees of the Corporation are ineligible to serve on the Executive Advisory Panel.

5.4.3 Number of Advisors

The Executive Advisory Panel will consist of at least three members. Upon majority resolution of the Active Members, the number of Advisors may be increased or decreased from time to time, but in no event shall a decrease have the effect of shortening the term of an incumbent Advisor, or decreasing the total number of Advisors to less than three Advisors. Until the first meeting for electing the Advisors occurs, the initial Executive Advisory Panel shall consist of the persons elected to the panel by the Founding Members.

5.4.4 Term of Advisors

Advisors shall serve a term of three (3) years as the duration of a single term. There are no term limits and, therefore, Advisors may serve any number of consecutive terms.

5.4.5 Election of Advisors

Elections for Advisors filling expired terms shall be held at the first meeting of the fiscal year. Any Advisor positions to be filled by reason of an increase in the number of Advisors shall be filled at the next regular meeting of the Active Members or at a special meeting called for that purpose. When a re-appointment or replacement is made, the re-appointment or replacement shall be considered effective on the date that the prior term expired (i.e., the new term does not begin on the date of the election). Panel members whose terms have expired may continue serving until they are either re-appointed or until their successors are chosen. The process for selecting advisors is to be that advisors shall be nominated by the Founding Members or providing there are no Founding Members, Advisors shall be Nominated by the President of the Board of Directors.

5.4.6 Resignation

Any Advisor may resign at any time by delivering written notice to the Secretary or President of the Board of Directors. Such resignation shall take effect upon receipt or, if later, at the time specified in the notice.

5.4.7 Removal

Any Advisor may be removed without cause, at any time, by a majority of the entire body of Active Members, at a Regular or Special Meeting called for that purpose. Any Advisor under consideration of removal must first be notified about the consideration by written notice at least five days prior to the meeting at which the vote takes place.

5.4.8 Vacancies

Vacancies shall be filled by majority vote of the remaining members of the Executive Advisory Panel, though less than a quorum, and the Advisor filling the vacancy shall serve for the remainder of the term of the Advisory position that was vacated. Vacancies shall be filled as soon as practical. Any Advisor may make nominations to fill vacant Advisory Positions.

5.4.9 Compensation

Advisors shall serve without compensation, except that reasonable expenses incurred by the advisors shall be paid to the advisors by the Corporation. However, to the extent deemed necessary by the Corporation, the Corporation may retain the services of an advisor or advisors other than in their capacity as such advisors and they may be compensated for services so rendered as the active members of the Corporation may from time to time deem appropriate. The Corporation shall not loan money or property to, or guarantee the obligation of, any Advisor.

ARTICLE VI **Committees**

6.1 Executive Committee

The President, Vice President, Treasurer, and Secretary of the Corporation shall constitute the executive committee. The executive committee shall have the authority to act on behalf of the Corporation in between Regular Meetings of the Active Members. The Active Members must validate the actions of the executive committee at its next Regular or Special Meeting. Any such action not so validated will not be legally binding on the Corporation. The President shall act as chairperson of the executive committee. A majority of the Executive Committee shall constitute a quorum for the transaction of business, and all decisions shall be by majority vote of those present.

6.2 Additional Committees

The Active Members may from time to time designate and appoint standing or temporary committees by majority vote of the Active Members. Such committees shall have and exercise such prescribed authority as is designated by the Active Members. The Active Members may authorize these committees to exercise any powers, responsibilities, and duties consistent with the Articles of Incorporation and these Bylaws.

ARTICLE VII **Code of Ethics**

The corporation and its Directors and Employees will comply with the Corporation's Code of Ethics, attached as Exhibit A.

ARTICLE VIII **Active Member Meetings**

8.1 Place of Active Member Meetings

Regular and Special Meetings of the Active Members will be held at the Corporate Office or at any other place that the President may designate.

8.2 Regular and Special Meetings

Regular meetings of the Active Members shall be held bi-annually, or more frequently as deemed necessary by the Board of Directors. Special Meetings may be called by the President, A Founding Member or any three Directors. An orientation meeting will be held each year for the new members of the Board of Directors.

8.3 Notice of Active Member Meetings

Notice of the date, time, and place of Regular Meetings shall be given to each active member by regular mail, telephone (including voice mail), facsimile, or e-mail no less than 15 days notice prior to the meeting. Notice of the date, time, and place of special meetings shall be given to each active member using the same methods, but with no less than 10 days notice prior to the meeting, with the exception of special meetings held to amend the Articles of Incorporation or Bylaws, for which a 30-day written notice by mail or facsimile shall be required specifying the proposed amendment.

8.4 Waiver of Notice

Attendance by an Active Member at any meeting of the Active Members for which the Active Member did not receive the required notice will constitute a waiver of notice of such meeting unless the Active Member objects at the beginning of the meeting to the transaction of business on the grounds that the meeting was not lawfully called or convened.

8.5 Quorum

A majority of the incumbent Active Members (not counting vacancies) shall constitute a quorum for the purposes of convening a meeting or conducting business. At Active Member meetings where a quorum is present, a majority vote of the Active Members attending shall constitute an act of the Active Members unless a greater number is required by the Articles of Incorporation or by any provision of these bylaws.

8.6 Actions without a Meeting

Any action required or permitted to be taken by the Active Members under the Texas Non-Profit Corporation Act, the Articles of Incorporation, and these bylaws may be taken without a meeting, if a majority of Active Members individually and collectively consent in writing, setting forth the action to be taken. Such written consent shall have the same force and effect as a unanimous vote of the Active Members.

8.7 Open Meetings

Meetings shall be open to the general public, except when personnel, real estate, or litigation matters are being discussed.

8.8 Proxy Voting Prohibited

Proxy voting is not permitted.

ARTICLE IX

Officers

9.1 Roster of Officers

The Corporation shall have a President, Vice President, Secretary, and Treasurer comprising the Board of Directors. The Corporation may have, at the discretion of the Board of Directors, such other officers as may be appointed by the Directors. One person may hold two or more offices, except those serving as President or Secretary.

9.2 Election and Removal of Officers

All officers shall serve three-year terms. The election shall be conducted at the Active Members' first meeting of the fiscal year or as soon as practical thereafter. Officers shall remain in office until their successors have been selected. Officers may serve consecutive terms without limit. The election of officers shall be by majority vote of the Active Members attending the meeting.

9.3 Vacancies

If a vacancy occurs during the term of office for any elected officer, the Active Members shall elect a new officer to fill the remainder of the term as soon as practical, by majority vote of Active Members present.

9.4 President

- The President will supervise and control the affairs of the Corporation and shall exercise such supervisory powers as may be given him by the Board of Directors and the Executive Advisory Panel.
- The President will perform all duties incident to such office and such other duties as may be provided in these bylaws or as may be prescribed from time to time by the Board of Directors and Executive Advisory Panel. The President shall preside at all Active Member meetings and shall exercise parliamentary control in accordance with Roberts Rules of Order.
- The President shall serve as an ex-officio member of all standing committees, unless otherwise provided by the Board of Directors or these bylaws.
- The President shall, with the advice of the Board of Directors and in accordance with the requirements of these bylaws, set the agenda for each meeting of the Active Members.

9.5 Vice President

- The Vice President shall act in place of the President in the event of the President's absence, inability, or refusal to act, and shall exercise and discharge such other duties as may be required by the board.

- The Vice President shall serve as the parliamentarian and interpret any ambiguities of the bylaws.

9.6 Secretary

- The Secretary will perform all duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation, or by these bylaws.
- The Secretary shall attest to and keep the bylaws and other legal records of the Corporation, or copies thereof, at the principal office of the Corporation.
- The Secretary shall take or ensure that someone takes minutes of all meetings of the committees and Board of Directors, and shall keep copies of all minutes at the principal office of the Corporation.
- The Secretary shall keep a record of the names and addresses of the Directors at the principal office of the Corporation.
- The Secretary shall, with the approval of the Active Members, set up procedures for any elections held by the Corporation. The Secretary shall keep a record of all votes cast in such elections.
- The Secretary shall ensure that all records of the Corporation, minutes of all official meetings, and records of all votes, are made available for inspection by any member of the Active Members at the principal office of the Corporation during regular business hours.
- The Secretary shall see that all notices are duly given in accordance with these bylaws or as required by law.
- The Secretary shall see that all books, reports, statements, certificates, and other documents and records of the Corporation are properly kept and filed.
- In the case of the absence or disability of the Secretary, or the Secretary's refusal or neglect to fulfill the duties of Secretary, the Vice President shall perform the functions of the Secretary.

9.7 Treasurer

- The Treasurer will have charge and custody of all funds of the Corporation, will oversee and supervise the financial business of the Corporation, will render reports and accountings to the Directors as required by the Active Members, and will perform in general all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation, or by these bylaws, or which may be assigned from time to time by the Board of Directors.
- The Treasurer shall give to the Corporation a bond with one or more sureties for the faithful performance of the duties of the office and for the restoration to the Corporation--in the case of his or her death, resignation, retirement, or removal from office--all books, papers, vouchers, money, and other property of whatever kind in his or her possession or under his control belonging to the Corporation. The amount of the bond shall be determined by the Board of Directors.

- The Treasurer and the staff of the Corporation shall devise a plan providing for the acceptance and disbursement of all funds of the Corporation which shall be approved by the Active Members.
- The Treasurer, with the approval of the Board of Directors, shall set up all checking, savings, and investment accounts of the Corporation and deposit all such funds in the name of the Corporation in such accounts.
- The Treasurer's signature shall be the authorized signature for all checking, savings, and investment accounts of the Corporation unless the Treasurer, with the approval of the Active Members, designates another member of the Board of Directors or employee of the Corporation as the authorized signatory for a particular type of disbursement.
- The Treasurer shall prepare a monthly report for the Board of Directors, providing an accounting of all transactions and of the financial conditions of the Corporation.
- The Treasurer shall keep all financing records, books, and annual reports of the financial activities of the Corporation at the principal office of the Corporation and make them available at the request of any Director or member of the public during regular business hours for inspection and copying.

ARTICLE X **Rules of Procedure**

The proceedings and business of the Active Members shall be governed by Robert's Rules of Parliamentary Procedure unless otherwise provided herein.

ARTICLE XI **Executive Director**

The Board of Directors may, upon resolution, appoint an Executive Director to serve at the board's discretion and to carry out whatever tasks the board from time to time resolves. The Executive Director shall be paid an annual salary set by the Board of Directors. Subject to such supervisory powers as are vested in the Board of Directors, the Executive Director shall supervise, direct, and control the business of the Corporation and actively manage its business, and shall have such other powers and duties as may be prescribed by the Board of Directors or by these bylaws.

The Executive Director may engage in negotiations involving commitments of the resources of the Corporation or the acceptance of money or resources by the Corporation in furtherance of the purposes of the Corporation as set out in the Articles of Incorporation and these bylaws. The Executive Director shall generally be expected to attend all meetings of the Board of Directors and meetings of the Active Membership.

ARTICLE XII **Indemnification**

12.1 Indemnification

To the extent permitted by law, any person (and the heirs, executors, and administrators of such person) made or threatened to be made a party to any action, suit, or proceeding by reason of the fact that he is or was a Director or Officer of the Corporation shall be indemnified by the Corporation against any and all liability and the reasonable expenses, including attorney's fees and disbursements, incurred by him (or by his heirs, executors or administrators) in connection with the defense or settlement of such action, suit, or proceeding, or in connection with any appearance therein.

12.2 Limits on Indemnification

Notwithstanding the above, the corporation will indemnify a person only if he acted in good faith and reasonably believed that his conduct was in the corporation's best interests. In the case of a criminal proceeding, the person may be indemnified only if he had no reasonable cause to believe his conduct was unlawful.

ARTICLE XIII

Operations

13.1 Execution of Documents

Unless specifically authorized by the Board of Directors or as otherwise required by law, all final contracts, deeds, conveyances, leases, promissory notes, or legal written instruments executed in the name of and on behalf of the Corporation shall be signed and executed by the Executive Director and the President (or such other person designated by the Board of Directors), pursuant to the general authorization of the Active Members. All conveyances of land by deed shall be signed by the President or two other members of Executive Committee and must be approved by a resolution of the Active Membership.

13.3 Disbursement of Funds

Financial Transactions which have a value of \$10,000 or more shall require majority approval of the Board of Directors or Executive Committee if a majority of the Board of Directors is not immediately available to vote on the transaction. In all other transactions, the Executive Director may dispense with the funds of the Corporation in accordance with the annual budget approved by the Board of Directors and the purposes of the Corporation as set out in the Articles of Incorporation and these bylaws. Notwithstanding the above, all checks of more than \$5,000 disbursing funds from any of the Corporation's accounts shall require the signatures of at least two of the following: the Executive Director, President, Vice President, Secretary, or Treasurer.

13.4 Procurement Policy

The Corporation shall abide by its procurement policy, set forth in Exhibit B.

13.5 Records

The Corporation will keep correct and complete records of account and will also keep minutes of the proceedings of the Active Membership meetings and Committees. The Corporation will keep at its principal place of business the original or a copy of its bylaws, including amendments to date certified by the Secretary of the Corporation

13.6 Inspection of Books and Records

All books and records of this Corporation may be inspected by any Active Member for any purpose at any reasonable time on written demand.

13.7 Loans to Management

The Corporation will make no loans to any of its Directors or Officers.

13.8 Amendments

The Active Membership may adopt Articles of Amendment (amending the Articles of Incorporation) by a vote of two-thirds of Active Members present at a meeting where a quorum is present, providing they do not modify any Articles diminishing the rights, powers, or capacity of any Founding Members. The bylaws may be amended at any time by a vote of the majority of Active Members at a meeting where a quorum is present, providing they do not modify any Articles diminishing the rights, powers, or capacity of any Founding Members.

13.9 Fiscal Year

The fiscal year for the Corporation will be January 1 to December 31.

13.91 Audit

The Corporation shall have an annual audit to be completed by March 31 of each year for the previous fiscal year.

CERTIFICATION

I hereby certify that these bylaws were adopted by the Board of Directors of Christian Explorer Ministries at its meeting held on _____.

Secretary