

# Family Child Care Association

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Good afternoon everyone,

February 5, 2020

As you know, the board has a goal of creating organizational bylaws for FCCA before the end of this membership year. **We are looking for members who are interested in helping to create this document to reply by Friday February 7th.**

The reason we feel strongly about this is that there was high turn over of board members in the last 2 years. While we have materials and information that previous boards used, there is currently no set of standardized agreements on how the organization is run. We have examples of what was done in the past, but not necessarily examples of the how, why, or what if's that came up along the way. We'd like to ensure that any new or returning board members are all working with the same expectations.

## **What are bylaws?**

Bylaws are a legal document that outline the framework for an organization. The details in bylaws are things that rarely change: name and purpose of an organization, board member titles and duties, membership and dues, election and meeting processes, finances and taxes, how/if to have subcommittees, and how to amend or dissolve the bylaws. These are things that board members should know going into a meeting and would not have to discuss repeatedly.

Bylaws do not typically include the day to date operations like where or when workshop and special events are, how much dues is, if there will be raffles or door prizes, etc. These are all examples of things that the board needs to discuss at the meetings.

Bylaws enable members to determine what rules they can all agree with and abide by, and yet allow the members to make changes when the organization grows and changes. These rules ensure stability, continuity, and structure, especially during times of rapid growth or when there are not many "old" members to tell the new members what to do.

## **What is the plan?**

- interested members can volunteer for the subcommittee through Friday February 7
- a draft will be created and shared among the participants, you will be able to comment and/or add your ideas to the draft
- we will host a phone conference the week of February 24th to discuss the items proposed in the document and begin to narrow down what should be included
- we will have an in person meeting on Wednesday March 4th at 630PM, location TBA, to finalize the document

### **Who should participate?**

Every FCCA member that has an interest in FCCA continuing to run as an organization that represents them and provides what is needed for professional development, support, and networking. You do not have to be computer savvy to help out, just be able to read a document and provide feedback. We'll make it work for you!

Personally, I feel that every member is a professional with some combination of years experience and education. We have a fantastic group of people involved and I want to ensure that FCCA is representing you to the best of it's ability. You are the experts in the field of family child care and the association you belong to should reflect that.

A past board member once told me, "**The members are the association.**" That really stuck with me and what drives the decision to focus on member support and relationships this year. I hope that by having this opportunity to be involved, you feel passionate about FCCA like I do.

Sincerely,

Ali

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*Sincerely, The Family Child Care Association Board*

*Alison Barnes, President*

*Jill Morlock, Vice President Workshops*

*Carmen Costa, Treasurer*

*Suzanne Carvalho, Membership & Referrals Coordinator*

*Christina Costa, Secretary*