



LIFE MATTERS NOW BYLAWS

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LIFE MATTERS NOW BYLAWS

ARTICLE I. NAME AND USE OF NAME AND EMBLEM

Section 1. The name of this organization shall be Life Matters Now.

Section 2. The name, emblem, and/or insignia of Life Matters Now shall not be used as a trade name or trademark by any person, entity, Chapter or other organization without the written consent of Life Matters Now or used for any purpose other than that authorized by the Board of Trustees.

ARTICLE II. OBJECTS

Section 1. The Objects of Life Matters Now shall be:

- To create a unified, caring, and compassionate culture of life that cherishes all humanity from conception to natural death.
- We are united to save lives from abortion, suicide, addiction, and euthanasia.
- We will seek to form a LMN Chapter in each county in the United States that will meet regularly and include a time of encouraging, teaching, and organizing.
- Each county chapter should seek to bring life matters into the seven spheres of cultural influence; business, education, religion, government, family, media, and entertainment.
- Each county chapter should seek to include members who are prolife and belong to the various spheres of influence.
- Each chapter and member should seek to commit to the following aspirations.
 - a. **We will** encourage all to hear the truth, live the truth and tell the truth.
 - b. **We will** promote life, liberty and the pursuit of positive life-affirming goals.
 - c. **We will** listen to, care for, and serve our communities as we connect agencies and people together.
 - d. **We will** work with the larger organization to help change the state and nation.
 - e. **We will** acknowledge that inalienable rights are given by our creator and that they belong to the born and unborn.
 - f. **We will** support recovery of people who have lost hope, had an abortion or attempted suicide.
 - g. **We will** promote community involvement
 - h. **We will** educate on life affirming issues
 - i. **We will** be an organization that stands on the core principles of the United States Constitution.
 - j. **We will** rally for the abolition of policies that support abortion ruining not only the lives of the unborn but of the mother, father, siblings and families.

- k. **We will** seek to be a people of integrity as we make effort to live out the truth in these Ten Core Values.
 - 1. We will be committed to the Truth
 - 2. We will focus on four life issues
 - 3. We will represent LMN with dignity
 - 4. We will attend meetings
 - 5. We will honor authority
 - 6. We will hold genuine pro-life positions
 - 7. We will give encouragement & credit
 - 8. We will be faithful to the organization
 - 9. We will hear, live & tell truth
 - 10. We will be generous & kind

ARTICLE III. POWERS

Section 1. The powers of Life Matters Now shall be:

- a. To direct, manage, supervise, and control the business, property, and funds of Life Matters Now and any sponsored organizations or programs. The property of Life Matters Now under these Bylaws shall include, but is not limited to, Life Matters Now intellectual property, in both tangible and intangible forms of expression.
- b. To create, supervise, and control Chapters.
- c. To approve the formation and bylaws of, and documents to be filed with government agencies by, foundations, charitable organizations, or any other legal entities of Life Matters Now (subsidiaries). This provision shall not apply to annual tax filings. Chapter Tax filings will be determined individually by the law through which the Chapter exists.
- d. To determine the appropriate use of Life Matters Now intellectual property, including use by affiliates and subsidiaries, and to establish guidelines for such use.

ARTICLE IV. MEMBERSHIP OF CHAPTERS IN LIFE MATTERS NOW

Section 1. Life Matters Now shall consist of Life Matters Now Chapters which have been accepted by the Board of Trustees of Life Matters Now and chartered in the manner provided in these Bylaws.

Section 2. Any Chapter may resign from Life Matters Now upon a resolution of resignation being approved by a three-fourths (3/4) vote of the active membership of said Chapter, provided that all financial and other obligations of said Chapter to Life Matters Now shall have been fulfilled, that all annual dues to any district thereof shall have been paid, and that, if incorporated, the corporation shall have been duly dissolved. Said resolution shall be certified by the Chapter's secretary and sent to Life Matters Now. Such resignation shall become effective when accepted by the Board of Trustees of Life Matters Now. The Board of Trustees may, upon written application of said Chapter, reinstate the Chapter to membership in Life Matters Now upon acceptance of a new application for membership.

ARTICLE V. ORGANIZING AND CHARTERING OF CHAPTERS

Section 1. Life Matters Now Chapters may be built in communities that provide acceptable conditions, and as prescribed in these Bylaws.

Section 2. Only one Chapter may be formed in a community.

Section 3. A Chapter may be organized and chartered in a community, which will ensure the standards of membership prescribed by Life Matters Now for Chapters, and has the potential of additional membership resources to ensure the future stability of the Chapter.

Section 4. An administration charge of 7% will be deducted from all donations to help support the operation of Life Matters Now which includes costs for a future Executive director, office, web-site maintenance, staff to track and distribute funds, help create and organize national advertising, travel to counties, etc. Approximately 90 percent of funds given to LMN will be available to the county in which the funds originated. Support for the larger organization is crucial for survival and special opportunities for giving and special designation of funds is encouraged, being we are working on national unity.

Section 5. Funds may be designated to be utilized in any of the four areas of work, and/or to any of the seven area of influence.

Section 6. A charter shall be granted to each prospective Chapter that meets all requirements and obligations, provided, however, that by the acceptance of such charter, the Chapter agrees to be bound by the Bylaws of Life Matters Now as adopted or amended.

Section 7. The minimum number of members to organize and charter a prospective Chapter shall not be less than seven (7) active members. Active Voting members of the local Chapter and anyone who wants to have a say in the strategy or control of the organization must agree and abide by the values and tenants of Life Matters Now

Section 8. The organization of a new Chapter shall be approved by Life Matters Now.

Section 9. Upon approval by the Board of Trustees of Life Matters Now, the Board shall direct through its accredited representative the completion of the organization of said Chapter.

Section 10. Each new Life Matters Now Chapter, before receiving its charter, shall pay to Life Matters Now a fee per new Chapter charter member at an amount determined by the Board of Trustees, but not to exceed the annual amount of dues, subscriptions fees for official publications and liability insurance fees.

Section 11. Upon the organization of a Chapter under the direction of the accredited representative, and upon approval of the Board of Trustees, there shall be issued to said Chapter a charter from Life Matters Now signed by the President and the Executive Director (when hired) of Life Matters Now. Upon organization, said Chapter must have complied with the following conditions:

- a. Complied with all applicable laws and regulations of local jurisdiction.
- b. Adopted the Standard Form for Chapter Bylaws, modified only as approved by the Board of Trustees.
- c. Secured and maintained a charter membership of the required number of active members as established by the Board of Trustees.
- d. Elected officers, appointed committees, and completed Chapter organization as required by the Chapter bylaws.
- e. Certified to the Executive Director of Life Matters Now that the accredited representative has instructed the officers, committees, and members regarding their obligations.
- f. Complied with the applicable provisions of its district bylaws (when/if established).
- g. Maintained all standard practices and principles for Chapters as determined by the Board of Trustees.

Section 9 A Chapter (County) name will be issued and approved by the Board of Trustees and belongs to Life Matters Now.

ARTICLE VI. CHAPTER OPERATIONS

Section 1. The officers of a Chapter shall be a president, vice-president, a treasurer, and a secretary, and such other officers as may be required by the Chapter bylaws. No offices may be held by the same member except the offices of secretary and treasurer. No member shall simultaneously serve as an elected director and an officer. The officers, together with at least three (3) directors, shall constitute the board of directors. The officers and directors must be active members in good standing. The duties of the officers and the board of directors shall be such as are prescribed in the Chapter bylaws.

Section 2. The basic standing committees of a Chapter and their duties shall be prescribed by Life Matters Now.

Section 3. A Chapter shall not use any name except that designated in its charter.

Section 4. A Chapter shall hold at least one (1) regularly scheduled meeting each month on such day and at such place as shall be determined by the board of directors. A Chapter may hold such other meetings as the board of directors or membership may desire.

Section 5. A Chapter shall hold its annual meeting and election of officers and directors between October 1 and November 30. The officers shall serve for the term of one (1) year or two (2) years, as shall be separately prescribed for each officer in the Chapter bylaws, or until their successors are duly elected and qualified. The directors shall serve for the term prescribed in the Chapter bylaws or until their successors are duly elected and qualified. The terms of the officers and directors shall begin on January 1.

Section 6. The president and secretary of each Chapter shall, before January 1 of each year, certify to the President, or Executive Director (if/when hired) of Life Matters Now the names of the officers elected to serve in the ensuing year.

Section 7. The administrative and fiscal year of all Chapters shall begin on January 1 of each year.

Section 8. A Chapter shall submit to Life Matters Now such reports as required by the Board of Trustees.

ARTICLE VII. DISCIPLINE OF CHAPTERS

Section 1. Any member Chapter that fails to conform to the provisions of these Bylaws may have its charter and its membership in Life Matters Now suspended or revoked by action of the Board of Trustees. If any Chapter charter or its membership shall be suspended or revoked, such Chapter shall have the right of appeal in the manner prescribed in these Bylaws, and the action of the Board of Trustees shall be final and binding.

Section 2.

- a. Any Chapter that fails to conform to these Bylaws or that fails otherwise to conform to the accepted standards for Chapters may have its charter and membership suspended or revoked or may be otherwise disciplined by a two-thirds (2/3) vote of the entire Board of Trustees.
- b. If the Board suspends or revokes a charter or takes disciplinary action against a Chapter, within fifteen (15) days thereof, the President or Executive Director of Life Matters Now shall send a copy of the charges and the action taken by the Board of Trustees to the last-reported president and secretary of the Chapter.
- c. Within sixty (60) days from the date of mailing such notice, the Chapter may file with the President or Executive Director a request for a hearing before the Board of Trustees.
- d. The President or Executive Director shall send by registered mail to the last-reported president and secretary of said Chapter a notice of the final decision made by the Board of Trustees within fifteen (15) days after such decision.
- e. The Chapter, within sixty (60) days from the date of mailing the notice of final action by the Board of Trustees may file with the President or Executive Director (if/when hired) a written

notice of appeal, which shall be considered and decided at the next Board of Trustees meeting.

- f. Upon final determination of revocation of the charter, and if the Chapter is incorporated, said corporation shall be dissolved in accordance with local statutes; or in the event the corporation is not dissolved within one hundred and twenty (120) days, Life Matters Now has the right to petition and obtain proper orders of dissolution.

Section 3. Any Chapter more than sixty (60) days in arrears for any indebtedness to Life Matters Now shall not be considered "in good standing" and may have its charter and membership suspended or revoked or may be otherwise disciplined by action of the Board of Trustees as prescribed herein. The Board of Trustees may restore such Chapter to membership in Life Matters Now upon the payment of its indebtedness.

Section 4. Chapters may participate in lotteries, raffles, drawings, or other games of chance, provided that they are not in violation of the laws, mores, customs, and traditions of the, state, or county, in which the Chapters exist. Nothing contained herein shall permit any Chapter by its activities to impugn the good name of Life Matters Now. Should violations occur, appropriate disciplinary action may be taken in accordance with these Bylaws.

Section 6. Each Chapter that continues to comply with these Bylaws is granted a revocable nonexclusive license to use the service marks and collective membership marks owned by Life Matters Now in connection with its activities as a member of Life Matters Now. Life Matters Now has the exclusive right to control such usage of the Life Matters Now Marks by a Chapter and to control the nature, quality, and uniformity of the services and membership of Chapters in connection with which the Life Matters Now Marks are used. Applying for or maintaining membership in Life Matters Now by a Chapter constitutes a waiver of all separate or independent rights of such Chapter in the Life Matters Now Marks and acceptance of the terms and conditions under which the Chapter is licensed to use the Life Matters Now Marks.

- a. If a Chapter fails to comply with any of the provisions of these Bylaws or fails to comply with the nature and quality of the services and membership required by Life Matters Now for the use of the Life Matters Now Marks, then the Board of Trustees shall give the last-reported president and secretary of such Chapter written notice, stating the nature and character of the noncompliance. The Chapter shall have sixty (60) days from the date of the mailing of the written notice to cure or correct the noncompliance and to provide certification of compliance in writing to the Board of Trustees. If the noncompliance is not cured or corrected by the Chapter within the sixty (60) days, then the license to use the Life Matters Now Marks shall be revoked immediately and automatically at the end of such sixty (60) day period without further notification from Life Matters Now. Such immediate and automatic revocation of the license to use the Life Matters Now shall not constitute automatic revocation or suspension of the charter or membership of the Chapter. Any such revocation or suspension of the charter or membership of the Chapter shall be done as prescribed herein.
- b. The license to use the Life Matters Now Marks is terminated immediately and automatically when any Chapter resigns or disaffiliates or when its charter is revoked or suspended for any reason.

- c. In the event the license granted to a Chapter to use the Life Matters Now Marks is suspended or
- d. revoked, the Chapter and its members shall immediately cease the use of the Life Matters Now Marks and any marks confusingly similar thereto. Failure to do so will result in immediate and irreparable harm to Life Matters Now for which there is no adequate remedy at law. Therefore, Life Matters Now shall be entitled to obtain temporary restraining orders and preliminary and permanent injunctions against such use.
- e. Any suspended or revoked license may be reinstated by a majority vote of the entire Board of Trustees. All decisions with respect to the revocation or reinstatement of a license to use the Life Matters Now Marks shall be final.

ARTICLE VIII. CHAPTER MEMBERS

Section 1. The members of a Chapter should represent the diversity in the community in which the Chapter is located. Membership in a Chapter is open to adults of good character and corporations of good community standing who are willing to maintain good standing with the Chapter by payment of all relevant dues and fees and adherence to other standards (if any) stated in Chapter policy. A complete acceptance of the values and tenants is required for active and voting membership. Members in good standing with a Chapter shall be entitled to all privileges of membership in that Chapter. A corporate member shall appoint one individual to represent it on all Chapter matters, and all Chapter privileges shall be exercised via its appointed representative unless any such privilege is restricted by local law. The Corporate representatives must be able to affirm the values and tenants of the Chapter.

Section 2. Life Matters Now shall consider all members in a Chapter to be active (regular) members. A Chapter may designate additional membership types in its policies with privileges and obligations defined therein; however, Life Matters Now recognizes only active (regular) members.

Section 3. Any Chapter member in good standing shall be entitled to wear the emblem and/or other insignia of Life Matters Now.

Section 4. Discipline of Members of Life Matters Now

- a. The general discipline of members in any Chapter shall be as provided in the Standard Form for Chapter Bylaws.
- b. The definition of “conduct unbecoming a member of the Life Matters Now” and the process to be followed for an allegation of conduct unbecoming shall be as defined by the Life Matters Now Board of Trustees.
- c. A Chapter shall discipline any member and, if a corporate member, the representative thereof, whose conduct is determined to be conduct unbecoming a member of Life Matters Now and shall report such conduct and discipline to Life Matters Now or else the Chapter shall be considered out of compliance with accepted standards for Life Matters Now Chapters and may have its charter suspended or revoked as provided in these Bylaws.

Section 5. Depraved or Unacceptable Behavior in Relation to Children or Youth

- a. A Chapter shall remove any member whose behavior in relation to children or youth is or has been depraved or unacceptable as defined by the Life Matters Now Board of Trustees in policy and shall report such member and such behavior to the proper authorities immediately and to Life Matters Now.
- b. If the Chapter does not take such action, Life Matters Now may remove the member and the Chapter may have its charter suspended or revoked for being out of compliance with accepted standards for Life Matters Now Chapters.
- c. Life Matters Now shall bar from membership in a Life Matters Now Chapter any former, current, or prospective member whose behavior in relation to children or youth is or has been depraved or unacceptable.

Section 6. Life Matters Now Chapters shall not discriminate based upon race, color, creed, national origin, age or sex, including sexual orientation and gender identity, when considering membership or during any of their activities or operations and shall conduct business in compliance with local nondiscrimination laws.

ARTICLE IX. OFFICERS

Section 1. The officers of Life Matters Now (Board of Trustees) shall be a President, Past President (if we have), Vice-President, Executive Director (when we have), and Trustees. The authority and duty of each officer shall be such as are defined in these Bylaws.

Section 2. The administrative year of the officers of Life Matters Now shall begin on January 1 of each year.

Section 3. Each elected officer shall be an active member in good standing of a Chapter. Each officer also shall have and maintain a clear criminal history background check conducted and verified by Life Matters Now. No offices shall be held by the same member, nor shall any officer simultaneously hold more than one Life Matters Now office.

Section 4. All officers, except the Executive Director, shall serve without compensation. No elected officer shall accept any remunerative employment from Life Matters Now.

Section 5. The Board of Trustees shall appoint and determine the salary of the Executive Director and shall have the power to appoint and determine the compensation of such other administrative officers as in its judgment may be necessary.

Section 6. The President, and Vice-President shall be elected for a period of two (3) administrative years.

Section 7. Trustees

- a. The term of office of Trustees shall be three (3) years, except for those elected to fill vacancies as provided in these Bylaws.
- b. Three (3) Trustees can be elected each administrative year.

Section 8. All officers shall serve until their successors are elected and qualified.

Section 9. A vacancy occurring in any elective office shall be filled in the manner prescribed in these Bylaws.

Section 11. In the event that a Trustee with a remaining term in office of one (1) year seeks to be elected to an office above the level of Trustee, the term of office of said Trustee shall end on December 30 following the annual International convention at which the Trustee seeks higher office.

ARTICLE X. DUTIES OF OFFICERS Section 1. President

The President shall preside at all meetings of the Board of Trustees. The President shall exercise general supervision over the activities of Life Matters Now and shall perform such other duties as usually pertain to the office of President.

Section 2. Immediate Past President

The Immediate Past President shall perform the duties provided in these Bylaws, or as may be from time to time assigned by the Board of Trustees.

Section 3. Vice-President

The Vice-President shall perform such duties as usually pertain to the office or as may be assigned from time to time by the President or the Board of Trustees.

Section 4. Executive Director

a. The Executive Director shall be the active managing officer of Life Matters Now under the supervision and direction of the President and the Board of Trustees. The Executive Director shall assist the President and the Board of Trustees in conducting the business of Life Matters Now, and shall perform such duties as are specified or implied in these Bylaws or as may be assigned by the Board of Trustees.

b. The Executive Director shall attend all meetings of the Board of Trustees, and the Executive Committee, and shall act as the secretary thereof, but shall have no vote.

c. The Executive Director shall give bond for the faithful discharge of the duties of such office in a sum and with such sureties as are required by the Board of Trustees.

d. The Executive Director shall sign all documents issued by Life Matters Now when required; affix the corporate seal of the organization when required; keep the financial accounts and records; and be responsible for proper internal control procedures, including the receipt, deposit, and disbursement of Life Matters Now funds in the manner authorized and prescribed by the Board of Trustees. The Executive Director shall regularly review and advise the Board of Trustees on the financial condition of Life Matters Now. The financial accounts, records, and

books of Life Matters Now shall at all times be open to the inspection of the President, the Board of Trustees, and any auditors named by the Board of Trustees.

e. The Executive Director shall make a report to Life Matters Now as directed by the President or the Board of Trustees.

f. The Executive Director shall be the executive in charge of the Life Matters Now Office and their departments and shall be responsible for the selection and the supervision of the staff and employees, subject to the direction and control of the Board of Trustees. The Executive Director shall act as Editor of any official publications of Life Matters Now with duties as defined in these Bylaws.

Section 8. Board of Trustees

All members of the Board of Trustees, in order to serve as officers of Life Matters Now, shall perform such duties and responsibilities as are currently prescribed or as may be amended in these Bylaws and Life Matters Now Board Policies and Procedures.

ARTICLE XI. BOARD OF TRUSTEES

Section 1.

a. The Board of Trustees shall consist of the President, Immediate Past President (If applicable), Vice-President, and up to six (6) Trustees.

Section 2. The Board of Trustees of Life Matters Now shall hold not less than three (3) regular meetings each year at such times and places as may be determined by the Board or by call of the President. Notification of the time and place of all regular meetings of the Board shall be sent to each member of the Board by the Executive Director not less than thirty (30) days prior to said meeting.

Section 3. The Board of Trustees of Life Matters Now may hold special meetings at the call of the President or by the written request of at least five (5) members of the Board. Notification of the time and place of all special meetings shall be sent to each member of the Board by the Executive Director not less than seventy-two (72) hours prior to said meeting. Each Board member should confirm receipt of notification prior to the meeting to ensure at least a quorum will be present.

Section 4. With the approval of the President, the Board of Trustees may meet and conduct business by any method that allows all participants to simultaneously communicate with one another or as otherwise allowed by law where Life Matters Now is incorporated. Participation by such methods constitutes attendance. Normal Board meeting rules and processes apply unless otherwise previously determined and announced by the Board. Any voice votes not clearly reflecting the necessary number for a motion to pass must be taken individually; however, only adoption or failure must be included in the minutes. If written votes are desired, they may be made by email, fax, or postal mail within a designated period of time following the meeting, as

determined by the Board. However, no action adopted shall go into effect for ten (10) days after the Executive Director shall have sent to each member of the Board a report of the tabulated result of such vote. The vote and report shall be recorded in the minutes of the meeting. The ballots shall be produced at the following meeting of the Board before being destroyed.

Section 5. One half of the members of the Board of Trustees shall constitute a quorum for the transaction of all business, except in cases where a larger vote is required under these Bylaws.

Section 6. The management and control of the affairs of the organization not otherwise provided in these bylaws shall be vested in the Board of Trustees. The Board shall provide effective and ethical management of the organization in compliance with all applicable laws and the mission of the organization.

Section 7. The Board of Trustees shall define the policies of Life Matters Now. All policies adopted by the Board of Trustees shall be published in an official publication within one hundred and twenty (120) days following such adoption.

Section 8. The interpretation of these Bylaws by the Board of Trustees shall be final and binding, unless such interpretation is changed or rescinded at a subsequent International convention. To change the interpretation, the proposer must provide the wording of the proposed change.

Section 9. The Board of Trustees shall establish and implement a strategic plan for Life Matters Now which shall be reviewed annually and revised as necessary.

ARTICLE XII. NOMINATION AND ELECTION OF OFFICERS

Officers will currently be elected by the Elk County Founding Chapter until the organization is established and can support an annual convention.

ARTICLE XIII. DISCIPLINE OF OFFICERS AND VACANCIES IN OFFICE

Section 1. In the event of a vacancy in the office of President during the administrative year, the Board of Trustees shall elect from among its own number a President for the unexpired term.

Section 2. In the event of a vacancy in the office of Immediate Past President during the administrative year, the active member who served as President most recently prior to the Immediate Past President who is willing to assume the office shall automatically become the Immediate Past President.

Section 3. In the event of a vacancy in the office of Vice-President during the administrative year, the Board of Trustees shall elect a qualified member of a Chapter to fill the office for the unexpired term.

Section 4. In the event the vacancy is for a Trustee representing the United States and Pacific

Section 5. In the event the President is temporarily incapacitated and unable to discharge the duties of the office, as determined by a two-thirds (2/3) vote of the entire Board of Trustees, the Vice President shall become Acting President until the President is able to resume those duties. While the President is incapacitated, the Acting President shall have all the duties, responsibilities, and authority given to the President by these Bylaws. If, after a period of sixty (60) days, it shall appear to the Board of Trustees that the President continues to be incapacitated and is not able to resume the duties and responsibilities of the office, the Board of Trustees may declare the office of President vacant and the vacancy shall be filled in accordance with the provisions for filling vacancies in office as prescribed herein.

Section 8. If a Life Matters Now officer is alleged by the President or two-thirds (2/3) of the Board of Trustees to be failing to perform his/her duties, the Board shall investigate the allegation and determine the matter at a meeting held within forty-five (45) days after the investigation is complete or as soon as reasonably possible. Written notice of the allegation, investigation, and meeting shall be given to the accused officer at least thirty (30) days prior to the meeting. The accused officer shall be permitted to attend the meeting and present a defense. If the allegation(s) is sustained by no less than a two-third (2/3) vote of the entire board, the office shall be declared vacant. (6/2013)

Section 9.

- a. If an allegation is made against a Life Matters Now officer of conduct unbecoming a member of the Life Matters Now family, the President (or Immediate Past President, if the President is accused) shall consult the procedures to be followed for investigating such allegation and shall appoint a special investigator to investigate the matter. If the investigation determines that there is a reasonable basis for the allegation, the President shall notify the accused officer and shall refer the matter to the Board to conduct a hearing to decide the matter. The Board shall produce a report setting forth its decision whether the officer did or did not engage in conduct unbecoming and, based on that decision, whether he/she shall be disciplined.
- b. If either the accused officer or the Investigator believes some part of the investigation process was faulty or the determination was incorrect, either party has the right to request in writing reconsideration by the Board. The Board's decision on the matter shall be final.
- c. If, at any point during the 'conduct unbecoming' process, possible criminal wrongdoing is discovered, the matter shall be reported to the proper authorities.
- d. All materials, facts, and information related to the investigation, determination, and reconsideration (if any) shall be kept confidential at all times by any parties or persons involved in any part of the process.
- e. Life Matters Now shall retain all official records on the matter (Allegation Report, Investigation Report, Hearing Record, Board Report, and Reconsideration Record if any) in a confidential file as long as required by applicable law.

Section 10. In the event of disability or inability of any member-designate of the Board of Trustees to serve for the year for which elected, as certified by the President-designate and affirmed by a two-thirds (2/3) vote of the entire Board of Trustees-designate, the Board of Trustees-designate shall proceed to elect a successor for the administrative year in accordance with the provisions for filling vacancies in office as prescribed herein.

Section 11. Any matters related to vacancies in office not addressed in these bylaws shall be determined by the Board of Trustees, subject to relevant provisions.

ARTICLE XIV. REVENUE

Section 1. Subject to Sections 2 and 3 of this Article, each Chapter shall pay to Life Matters Now for each member, with the exception of those holding life member status, the sum of ten dollars (US \$10) per annum. Such sum shall be based on each Chapter's annual membership report as of February 28th of each year and shall be due annually on April 1 and payable by May 30.

Section 2. Each member of a Chapter shall pay to that Chapter such membership induction fee and annual membership dues as are fixed by the bylaws of said Chapter.

Section 3. Revenue from sources other than those defined in this Article may be raised as provided in these Bylaws.

Section 4.

a. The Board of Trustees may raise revenue from sources in addition to those specifically authorized in these Bylaws; however, the Board may not levy assessments upon Chapters or Chapter members, or commit Life Matters Now assets for business purposes, except as provided herein.

b. Any revenue-raising activity is expressly prohibited which does not conform to ethical and sound business practices; is inconsistent with the Objects, Policies, or Procedures of Life Matters Now; or impugns the good name of Life Matters Now.

c. Any activity authorized by this section shall not involve the release or use of the Life Matters Now Directory or mailing list, including names, addresses, or telephone numbers of the members of Chapters, for entering into third party agreements unless such release or use is expressly authorized by the prior consent of a majority of the delegates at an annual International convention.

d. Any member belonging to a Chapter of Life Matters Now may request their name, address, fax number, and telephone number be withheld from any list to be given or sold to any third party.

ARTICLE XV. FINANCE AND ACCOUNTING

Section 1. The fiscal year of Life Matters Now shall commence January 1 and terminate the following December 31.

Section 2. The Board of Trustees shall install and maintain an efficient accounting system for Life Matters Now.

Section 3. Not later than November 1 of each fiscal year, the Board of Trustees shall adopt a budget for the fiscal year. The budget shall specify the estimated revenues and sources thereof, and the purpose and amount of expenses or appropriations.

Section 4. Disbursements in any year shall not exceed the gross amount of the annual budget.

Section 5. The Board of Trustees shall designate the depositories of all funds of Life Matters Now.

Section 6. The Board of Trustees shall have power to authorize officers and employees to execute and countersign vouchers and checks and to perform such other acts to carry out the purposes and objects of this Article.

Section 7. The Board of Trustees shall provide for the annual audit of the books of accounts of Life Matters Now by certified public accountants, or in its discretion, an audit at more frequent periods. For audit purposes, the Executive Director shall submit all books, records, and vouchers.

Section 8. In an official publication of Life Matters Now annually, within six (6) months after the close of the Life Matters Now fiscal year, the Board of Trustees shall publish the balance sheet and the statement of the receipts and expenditures of Life Matters Now for the previous fiscal year, together with the auditor's certification, and the financial statements. A glossary with detailed information regarding expenditures is to be published therewith.

ARTICLE XVI. INSURANCE AND INDEMNIFICATION

Section 1. The Board of Trustees, at its discretion, may purchase liability insurance programs for the protection of all Chapters in the United States and the members, volunteers, and employees of such Chapters.

Section 2. Chapters covered by such insurance shall be billed for premiums by Life Matters Now, prorata, based on membership, for the cost of such insurance and administrative costs. Chapters may pay insurance premiums from either administrative or service funds. *(See also Interpretations.)*

Section 3. The Board of Trustees may provide, through insurance or otherwise, indemnification to the past and present Trustees, officers, employees, or agents of Life Matters Now to the extent permitted by the laws of the State of Pennsylvania applicable to not-for-profit corporations.

ARTICLE XVII. MOTTO

Section 1. The motto of Life Matters Now shall be “Hear the truth, live the truth, tell the truth.”

ARTICLE XVIII. PARLIAMENTARY AUTHORITY

Section 1. *Robert's Rules of Order Newly Revised* shall be the parliamentary authority for all matters of procedure not specifically covered by these Bylaws.