

The National Alliance on Mental Illness of Massachusetts, Inc.

BYLAWS

PREAMBLE3
ARTICLE I. ~ MEMBERSHIP.....5
Section 1. - Individual.....5
Section 2. – Affiliates.....5
ARTICLE II. ~ FINANCE.....6
Section 1. - Dues.....7
Section 2. - Fiscal Year7
ARTICLE III. ~ MEETINGS.....7
Section 1. - The Annual Meeting7
Section 2. - Special Meetings.....8
ARTICLE IV. ~ BOARD OF DIRECTORS8
Section 1. – Composition8
Section 2. – Terms of Office of Directors8
Section 3. - Terms and Vacancies9
Section 4. – Governance Norms, Standards and Procedures.....9
Section 5. – Removal9
Section 6. - Conflict of Interest.....9
Section 7. - Governing Powers10
Section 7. – Executive Director.....10
Section 8. - Start of Term.....10
Section 9. - Report to Annual Meeting10
ARTICLE V. ~ BOARD OF DIRECTORS' MEETINGS10
Section 1. - Election of Officers10
Section 2. - Regular Meetings10
Section 3. - Special Meetings.....11
Section 4. - Notice of time and place of meetings of Board of Directors11
Section 5. – Quorum11
Section 6. –Action without Meeting11
Section 7. – Budget.....11
ARTICLE VI. ~ AUTHORITY AND RESPONSIBILITIES OF THE OFFICERS AND OTHER MEMBERS
OF THE BOARD OF DIRECTORS11
Section 1. – Designation; Removal.....11

Section 2. - Duties of Officers.....12

Section 3. - Other members of the Board of Directors.....13

ARTICLE VII. ~ COMMITTEES13

Section 1. - Executive Committee.....13

Section 2. - Nominating and Governance Committee13

Section 3. – Finance and Audit Committee15

Section 4 - Other Committees; Advisory Bodies.....15

Section 6. - Tenure.....15

Section 7. - Meetings of Committees; Committee Charters15

ARTICLE VIII. ~ INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES AND AGENTS.....15

ARTICLE IX. ~ AMENDMENT OF BYLAWS16

ARTICLE X. ~ DISPUTE RESOLUTION16

Section 1. - Procedure for Dispute Resolution between Affiliates/Proposed Affiliates16

Section 2. - Procedure for Dispute Resolution between NAMI Massachusetts and Affiliates or Proposed Affiliates16

ARTICLE XI. ~ INDEPENDENCE.....17

ARTICLE XII. ~ SEAL AND LOGO17

ARTICLE XIII. ~NON- DISCRIMINATION17

ARTICLE XIV. ~ AUTHORITY17

ARTICLE XV. ~ ADOPTION OF THESE BYLAWS17

PREAMBLE

The NAME of this organization shall be the National Alliance on Mental Illness of Massachusetts, Inc. d/b/a NAMI Massachusetts (“NAMI Massachusetts”).

The MISSION of NAMI Massachusetts is to improve the quality of life both for people with mental illness and their families.

The VISION is to extend the education, support and advocacy programs of NAMI Massachusetts so that the organization will:

- Reach out to all persons in Massachusetts whose lives are affected by mental health conditions;
- Improve the public’s awareness and understanding of mental illnesses; and
- Advocate at local, state and federal levels to ensure that all persons affected by mental illnesses receive the services that they need and deserve in a timely fashion.

NAMI Massachusetts will accomplish its mission by:

Coordinating activities of NAMI Massachusetts Affiliates and serving as a unified organization of NAMI Massachusetts;

Serving as a center within the Commonwealth of Massachusetts for the collection and dissemination of relevant information;

Monitoring existing mental health services for adequacy and quality;

Calling for responsibility and accountability from public and private mental health services providers; and improving communication and cooperation between the providers and the families of people with mental illness and individuals with mental illness;

Seeking legislative reforms at the state level that foster recovery, resiliency and support;

Providing public education, increasing public awareness and decreasing stigma about mental illnesses;

Promoting community support programs, including appropriate living arrangements linked with supportive social, rehabilitation, vocational and employment programs;

Promoting research into preventive and alternative modalities of treatment, rehabilitation, and recovery;

Ensuring that mental illness takes its rightful place with other major diseases in enlightened and sympathetic public awareness and as a focus of research;

Improving private and governmental funding for public mental health services and research;

Forming alliances with other local, state and national organizations with common goals and objectives;

Soliciting and receiving funds in support of NAMI Massachusetts;

Encouraging and aiding in the formation of Affiliates throughout the Commonwealth of Massachusetts; and,

Engaging in any other lawful activities in which a corporation is allowed to engage under the provisions of Chapter 180 of the General Laws of Massachusetts.

ARTICLE I. ~ MEMBERSHIP

There are two categories of membership: INDIVIDUAL; and AFFILIATE.

Section 1. - Individual.

- a. Definition. A member is defined as anyone who accepts the mission of and pays dues in accordance with the policies of the National Alliance on Mental Illness. (“NAMI”) and NAMI Massachusetts. Membership may be in the name of an individual or household. Membership in a household name is a single membership, entitled to one vote, for the purpose of voting.
- b. Voting Rights. A person or household that is (i) a voting member of an Affiliate to which such member belongs, and (ii) a member of NAMI Massachusetts, and (iii) a member of NAMI, may: (1) recommend an individual to be nominated for election to the Board of Directors of NAMI Massachusetts (the “Board of Directors”) in accordance with the procedure set forth in Article VII, Section 2(b)(iv) below; (2) vote in the election of members to the Board of Directors; and (3) vote on any proposal to amend the bylaws of NAMI Massachusetts. A member may support and work within several Affiliates but shall be a voting member of only one (1) Affiliate for NAMI and NAMI Massachusetts purposes.
- c. Credentials. Any person whose membership and dues are current as of a date forty-five (45) days prior to any annual meeting or special meeting of members, as evidenced by NAMI 360 or such other official record of membership as is then maintained by NAMI Massachusetts, shall be eligible to vote at such a meeting.

Section 2. – Affiliates

- a. Definition of Affiliate. An Affiliate shall be a group consisting of a minimum of five (5) or more members of NAMI Massachusetts that has been granted status as an Affiliate of NAMI Massachusetts by the NAMI Board.
- b. Credentials. At the request of NAMI, the Board of Directors of NAMI Massachusetts will consider whether to endorse an Affiliate to NAMI in order for such Affiliate to have standing as a NAMI Affiliate.
- c. Voting rights. For the purposes of determining an Affiliate’s right to vote at any meeting of the members of NAMI, an Affiliate in good standing shall be defined as one in which the dues of at least five of its members shall have been paid to its Organization and to NAMI during the 12 months preceding the credentialing date. Payment shall have occurred forty-five (45) days prior to the meeting. A list of local voting members constituting the voting membership of the Affiliate shall accompany the dues payment. An officer of each Affiliate organization shall certify the number of paid up members of that Affiliate to the Executive Director of NAMI Massachusetts. An individual member who is a member of more than one local Affiliate shall be counted as a voting member

in only one Affiliate.

- d. Each Affiliate otherwise eligible to vote, acting through a duly authorized officer, shall be entitled to cast the number of votes determined by the following table on any matter properly brought before a meeting of the members of NAMI Massachusetts, other than the election of the Board of Directors of NAMI Massachusetts and the revision of these bylaws:

Number of members	Votes
5 – 25	1
26 – 50	2
51 – 100	3
101 – 150	4
151 – 200	5
201 – plus	6

- e. Name. All NAMI Massachusetts Affiliates shall include the word, "NAMI" in their names.
- f. Dissolution of Affiliates. In order for an Affiliate to be dissolved or merged with another Affiliate both NAMI and NAMI Massachusetts must be informed of the intent and rationale. NAMI and NAMI Massachusetts will work with the Affiliate in question to resolve the situation to the maximum benefit of all parties. If all parties agree that dissolution or merger is the best course of action, a letter from the impacted Affiliate Board President or next officer in line must be submitted to the NAMI Massachusetts President. The letter must document that Affiliate Board of Directors has duly voted and recorded the vote in minutes and that all members of the Affiliate have been informed of the decision in writing. Upon receipt of these documents, the NAMI Massachusetts board will vote formally whether to endorse the dissolution of the Affiliate and notify NAMI, which will take the appropriate steps to remove the Affiliate from the public record.
- g. Dissolution of NAMI Massachusetts. NAMI Massachusetts may, at a meeting duly convened for such purpose, by a majority vote of the members eligible to vote at the meeting, authorize a petition for its dissolution to be filed in the Supreme Judicial Court or Superior Court of the Commonwealth of Massachusetts setting forth in substance the grounds of the application. After such notice as the court may order and after hearing, the court may decree a dissolution of the corporation. Upon any dissolution in accordance with this chapter, the existence of the corporation shall cease, subject to applicable provisions of law for continuation to close its affairs, for the appointment of receivers and for revival.

ARTICLE II. ~ FINANCE

Section 1. - Dues

Members shall pay dues in a manner established by the NAMI Board of Directors. Dues shall be submitted to the Treasurer or Executive Director of NAMI Massachusetts. The NAMI Massachusetts Board of Directors shall establish a policy to ensure that a portion of the dues amount collected from individual members is returned to the local Affiliate designated for each member.

Section 2. - Fiscal Year

The fiscal year shall begin April 1 and end on March 31.

ARTICLE III. ~ MEETINGS

Section 1. - The Annual Meeting

- a. The annual meeting of NAMI Massachusetts shall be held each year on a date and at such place and time as the Board of Directors shall designate. Written notice of such date, place and time, and of any business (other than the election of directors), proposed by the Board of Directors to be conducted at the annual meeting, shall be given to each Affiliate and to individual members of NAMI Massachusetts not less than thirty (30) days before the date of the annual meeting. The meeting notice will state the number of vacancies to be filled and include a report of the Nominating Subcommittee and the names and biographical information of each candidate nominated for election by the Board of Directors.
- b. At the annual meeting, the election of directors and any revision of these bylaws shall be determined by a vote of members of NAMI Massachusetts in person or by absentee ballot. Provided that notice has been given in accordance with Article III, Section 1(a) above, any number of members assembled for the annual meeting of NAMI Massachusetts shall constitute a quorum for the election of directors and/or a vote on a revision of these bylaws. Election of directors is by plurality vote. The candidates receiving the highest numbers of votes will be elected, until the number of vacancies available to be filled, as set forth in the notice of meeting, have been filled. Votes will be counted by an Election Committee appointed by the President, which shall act as inspector of elections. In the event of a tie for the last available vacancy, the President will cast a deciding vote, unless the President is a candidate for re-election, in which event a deciding vote will be cast by the chairperson of the Election Committee. Adoption of revisions to the bylaws requires the affirmative vote of two-thirds of the votes properly cast, in person or by absentee ballot, by members eligible to vote.
- c. At the annual meeting, all other issues shall be voted by the members as specified in ARTICLE I. This may include action on any resolution brought forth by a member in accordance with the procedure set forth in Article VII, Section 2(b) below. Adoption of any such resolution shall require the affirmative vote of a majority of

the votes properly cast, in person or by absentee ballot, by members eligible to vote, including votes properly cast on behalf of Affiliates pursuant to Article II, Section 2(d) above.

- d. Absentee ballots will be prepared at the direction of the Nominating and Governance Committee, and made available to members not less than thirty (30) days prior to the annual meeting. To be counted at the annual meeting, absentee ballots must be received in the NAMI Massachusetts office no later than seven (7) calendar days prior to the meeting.

Section 2. - Special Meetings

Special meetings of the members may be called by the President or a majority of the Board of Directors. Special meetings may also be called by written petition of one quarter of the Affiliates. A minimum of twenty-one (21) days' notice to members and Affiliates shall be given for the convening of a special meeting.

ARTICLE IV. ~ BOARD OF DIRECTORS

Section 1. – Composition

The Board of Directors shall be composed of eighteen (18) members, or such other number, not less than nine (9) nor more than eighteen (18), as the Board of Directors may determine; provided, that no reduction by the Board of Directors in the number of directors constituting the full Board shall have the effect of shortening the term of any incumbent director. In addition, the Board of Directors may appoint up to three (3) retired members of the Board as non-voting directors emeriti. A director emeritus may serve for one term not to exceed three years. The Board of Directors shall consist of NAMI members, at least seventy-five percent of whom have lived experience, i.e., are persons with mental illness or parents or other relatives thereof. Residence in Massachusetts shall be a qualification for election or appointment as a director.

Section 2. – Terms of Office of Directors

In order to provide for continuity on the Board of Directors, the terms of office of the directors shall be staggered, such that approximately one-third of the directors shall be elected each year. To this end, the directors (other than non-voting directors emeriti) shall be divided into three groups (each a "Group"), designated as Group A, Group B and Group C, respectively. Such Groups shall be as nearly as possible equal in size, and the rights and responsibilities of the directors in each Group shall be identical. Upon the effective date of this bylaw, the Board of Directors shall assign members of the Board already in office to such Groups based upon the expiration dates of their terms at the time the classification becomes effective. Thereafter,

- a. At the first annual meeting following the initial classification of the Board of Directors, the term of office of the Group A directors shall expire and Group A directors shall be elected for a full term of three years;
- b. Similarly, at the second annual meeting following such initial classification, the term of

office of the Group B directors shall expire and Group B directors shall be elected for a full term of three years;

- c. At the third annual meeting following such initial classification, the term of office of the Group C directors shall expire and Group C directors shall be elected for a full term of three years; and
- d. At each succeeding annual meeting of members, directors shall be elected for a full term of three years to succeed the directors of the Group whose terms expire at such annual meeting.

Section 3. - Terms and Vacancies

Directors are elected to three-year terms and may be re-elected twice. In the case of a vacancy due to the death, disability, resignation or removal of a member of the Board of Directors, the President may appoint a successor to fill the vacancy, subject to approval by majority vote of the Board of Directors. Any director appointed in accordance with the preceding sentence shall be appointed to the same Group as, and hold office for the remainder of the term of, the director whom he, she or they succeeds, and may thereafter be elected for up to two additional full terms. Any proposed appointment by the President to fill a vacancy shall be accompanied by biographical and other information concerning the appointee substantially equivalent to that which would be provided to members if the appointee were nominated for election as a director at the annual meeting.

Section 4. – Governance Norms, Standards and Procedures.

The Board of Directors may, by majority vote, adopt and from time to time amend a written statement of norms, expectations, standards and procedures for participation by members of the Board of Directors in the proceedings of the Board of Directors and the governance of the affairs of NAMI Massachusetts (“Standards”). Members of the Board of Directors are expected to conform to any such Standards in their conduct as directors.

Section 5. – Removal

A Board member may be removed from office only for good cause. For purposes of this Section, and of Article VI, Section 1, “good cause” shall mean a determination by the Board of Directors that the Board member has (a) engaged in fraud, dishonesty, misconduct or gross negligence or otherwise acted in willful disregard for NAMI Massachusetts’s best interests, mission and reputation, or (b) repeatedly failed to adhere to the Board’s written Standards. Any such removal shall require the vote of a majority of the Directors present at a duly convened meeting. Each Board member shall be given at least seven (7) days written notice that a resolution to such effect is to be presented to the Board of Directors, which notice shall include a brief statement of the circumstances constituting good cause for such removal.

Section 6. - Conflict of Interest

No member of NAMI Massachusetts shall be elected or appointed to the NAMI Massachusetts Board of Directors who receives his/her salary directly from the Massachusetts Department of Mental Health or the Division of Medical Assistance. Each board member agrees to follow the written conflict of interest policy adopted by the NAMI Massachusetts Board of Directors.

Section 7. - Governing Powers

The Board of Directors shall have the power and duty to establish policy, adopt budgets, initiate programs, and shall have other powers and duties necessary or appropriate for the governance of NAMI Massachusetts. The Board of Directors may perform all such acts as are not designated to be done by the entire membership either by law, Articles of Incorporation, or bylaws.

Section 7. – Executive Director.

The Board of Directors may employ an Executive Director who has general direction and supervision over the day-to-day affairs of NAMI Massachusetts. The Executive Director exercises such authority and performs such duties as the Board of Directors may assign.

Section 8. - Start of Term

The terms of the Board of Directors shall begin immediately after their election at the annual meeting. In the event that the annual meeting has not taken place as specified in ARTICLE III, Section 1, the incumbent officers and directors shall continue to hold office until the annual meeting takes place.

Section 9. - Report to Annual Meeting

The Board of Directors shall prepare, or cause to be prepared, an annual financial and programmatic report of the past year's activities of NAMI Massachusetts which shall be presented at the annual meeting of the members.

ARTICLE V. ~ BOARD OF DIRECTORS' MEETINGS

Section 1. - Election of Officers

The Board of Directors shall annually elect, from among the directors, new officers of NAMI Massachusetts. Unless otherwise specified by the Board: (a) such election shall take place as soon as reasonably practicable following the annual meeting of members, and (b) officers will serve until the conclusion of the next annual meeting of members, and thereafter until their successors have been elected and taken office.

Section 2. - Regular Meetings

The Board of Directors shall hold a minimum of four (4) regular meetings annually, the times and places to be designated by the President. Participation may be in person or by telephone, or other

electronic means allowing each participant to hear and be heard by the others. No director shall cast any vote or otherwise purport to act as legal representative of, or act as proxy for, any other director who is not present or participating in any meeting.

Section 3. - Special Meetings

Special meetings of the Board of Directors may be called by the President or a majority of the Board of Directors with at least seven (7) days notice served to each member.

Section 4. - Notice of time and place of meetings of Board of Directors

Written notice stating the place, day, and hour of the meeting and, in the case of special meetings, the purpose or purposes for which the meeting is called, shall be transmitted prior to the date of the meeting. Written notice may be sent by mail, fax and/or by email.

Section 5. – Quorum

A majority of the directors then in office, present or participating by telephone, shall constitute a quorum at any board meeting.

Section 6. –Action without Meeting

Any action that could be taken by a vote at a duly convened meeting of the Board of Directors may be taken without a meeting by unanimous written consent of all the Directors then in office. Any such consent may be provided in counterparts and may be given by email or in other electronic form. The Secretary shall maintain with the minute books of NAMI Massachusetts copies of all such written consents.

Section 7. – Budget

In consultation with the Finance and Audit Committee, the Executive Director and Treasurer shall prepare an annual operating budget for review by the Executive Committee. If, following such review, the proposed budget is recommended by both the Finance and Audit Committee and the Executive Committee, it will be submitted to the Board of Directors for review and approval.

ARTICLE VI. ~ AUTHORITY AND RESPONSIBILITIES OF THE OFFICERS AND OTHER MEMBERS OF THE BOARD OF DIRECTORS

Section 1. – Designation; Removal

- a. The officers of NAMI Massachusetts shall be members of the Board of Directors and shall include the President, Vice-President, Secretary, and Treasurer. The term for all officers shall be one year, and until their successors have been elected. Election to any office shall not create a presumption that the officer will be nominated for election to that or any other office at any subsequent election of officers.
- b. Any officer may be removed, with or without cause, by the vote of a majority of the Directors present at a duly convened meeting. Each member of the Board of Directors shall

be given at least seven (7) days written notice that a resolution to such effect is to be presented to the Board of Directors.

Section 2. - Duties of Officers

- a. President. The President shall preside at all meetings of NAMI Massachusetts, the Board of Directors, and the Executive Committee. The President shall not vote on matters before the board except to break a tie. The President shall appoint committee chairs and have general oversight of all committees. The President shall name the members of the committees, subject to majority approval of the Board of Directors.
- b. Vice-President; Succession. At any meeting of the Board at which the President is not present, the Vice President shall preside in his, her or their stead. In the event of the resignation, death or removal, or the incapacity, or inability (determined by the Board to be other than temporary), of the President to exercise his, her or their duties, the Vice-President shall succeed to the office of President. If no Vice-President is then in office, the Treasurer shall succeed to the office of President. In either such event, the Board shall, as soon as reasonably practicable, elect a new Vice-President and, if necessary, a new Treasurer.
- c. Secretary. The Secretary shall (i) attend all meetings of the Board of Directors and Executive Committee and shall record all votes taken and the minutes of all proceedings in an official record of NAMI Massachusetts to be kept for that purpose; and (ii) see that all notices are duly given in accordance with the provisions of these Bylaws or as required by Massachusetts law. The Secretary shall retain the official record of NAMI Massachusetts including written consents of the directors. The Secretary shall attest the signature of authorized officers of NAMI Massachusetts on any instrument requiring attestation. The Secretary will keep a register or roll of the members and will call the roll when required. The Secretary should, prior to each meeting, for use by the chairperson, make out an order of business showing in their exact order what is necessarily to come before the assembly. It is the duty of the Secretary to arrange a yearly schedule of meetings of the Board of Directors and Executive Committee and send full schedule of meetings to all members of the board. The Secretary may, with the consent of the Board of Directors, delegate such duties with the exception of the attestation of signatures of authorized officers.
- d. Treasurer. The Treasurer has supervision and custody of all funds, securities, and other valuable properties of NAMI Massachusetts and shall ensure that accurate accounts of the receipts and disbursements are entered into the books of NAMI Massachusetts. With guidance from the Board of Directors, the Treasurer shall cause to be deposited funds and valuable effects to the credit of NAMI Massachusetts. The Treasurer shall oversee the disbursement of funds of NAMI Massachusetts as authorized by the Board of Directors. When requested, the Treasurer will provide to the President and directors a written detailed account of his/her transactions of the financial condition of NAMI Massachusetts, including a statement of all its assets and liabilities. With the consent of the Board of Directors, the Treasurer may delegate some of these responsibilities to the staff of NAMI Massachusetts.

Section 3. - Other members of the Board of Directors

In addition to the Officers, the Board of Directors shall consist of other elected directors as provided by these bylaws. These other directors may serve as chairpersons of standing or special committees as provided by the Board of Directors.

ARTICLE VII. ~ COMMITTEES

Section 1. - Executive Committee

The Executive Committee shall consist of the four officers plus three Board members to be nominated by the President, subject to approval by majority vote of the Board of Directors. A quorum to conduct business shall consist of a minimum of four directors, including at least one who is not an officer. The Executive Committee shall exercise all powers of the Board of Directors between meetings of the Board; provided, that the Board of Directors may, by written resolution, limit such authority with respect to specified matters. Any action taken by the Executive Committee that could reasonably be expected to have a material impact on the operations or finances of NAMI Massachusetts shall promptly be disclosed in writing to the Board, and a written summary of all proceedings of the Executive Committee shall be provided to the Board not later than at its next meeting.

Section 2. - Nominating and Governance Committee

- a. The President shall appoint, subject to approval by majority vote of the Board of Directors, a Nominating and Governance Committee of not fewer than three and not more than five members of the Board of Directors.
- b. The Nominating and Governance Committee will oversee the recruitment and recommendation to the full Board of nominees for election as director.
 - i. In performing this function, the Committee shall annually appoint a Nominating Subcommittee, consisting of not fewer than three persons, a majority of whom shall be members of the Nominating and Governance Committee, and at least one of whom shall be a member of NAMI Massachusetts who is not a director. The Nominating Subcommittee may also include one or more members of the staff of NAMI Massachusetts, as the Committee shall deem appropriate.
 - ii. The Nominating Subcommittee will solicit nominations, review the experience, qualifications and suitability of proposed nominees, and recommend nominees for approval by the Board to be included on the ballot for the Annual Meeting.
 - iii. The Board of Directors shall determine the number of vacancies to be filled at the annual meeting and the Group to which each vacancy belongs, taking into account any change in the size of the Board approved by the Board of Directors, and the requirement that the number of directors in each Group be as nearly as possible equal. The Board will also choose from among the persons recommended by the Nominating and

Governance Committee a number of nominees for election as directors equal to at least the number of open vacancies, but no more than twice such number, and cause their names and their resumes to be provided to all individual members at least thirty (30) days prior to the annual meeting.

- iv. In soliciting nominees for the Board of Directors, the Nominating Subcommittee shall make reasonable efforts to provide for representation of the various geographic areas of the state. Recommendations to the Nominating Subcommittee of persons to be nominated shall be accompanied by (A) the names of the nominator and seconder, (B) certification by the relevant Affiliate that the nominee is in good standing, and (C) a brief resume of the nominee. Nominations from the floor shall not be allowed at the annual meeting.
- c. The Nominating and Governance Committee will receive and review any resolutions that may be proposed to come before and be acted upon at the annual meeting. Any such resolution may be proposed only by Affiliates, the Board of Directors, or by individual petition. In the case of an individual petition, the Committee shall determine in its sole discretion whether any such resolution is appropriate to be brought before the annual meeting
- d. To be timely, a proposed nomination shall be made by a written notice signed by not less than seven members, giving the names of such proposed nominee or nominees, which notice shall be filed with the Nominating and Governance Committee at the principal office of NAMI Massachusetts not later than ten (10) days prior to the date of the annual meeting; provided, that if the report of the Nominating Subcommittee shall have been sent to the members at least thirty (30) days prior to the date of the annual meeting, instead of the foregoing requirement, the notice of nominations shall be filed with the Nominating and Governance Committee not later than twenty (20) days after such report is sent out. To be timely, any proposal to amend the bylaws or other resolution (other than one proposed by the Board of Directors) must be received by the Nominating and Governance Committee at the principal office of NAMI Massachusetts not later than the close of business on the sixtieth (60th) day prior to the first anniversary of the preceding year's annual meeting; provided, however, that in the event that the date of the annual meeting is advanced more than thirty (30) days prior to or delayed by more than sixty (60) days after the anniversary of the preceding year's annual meeting, notice of the proposed nomination or resolution must be so received by the close of business on the later of the sixtieth (60th) day prior to such annual meeting or the tenth (10th) day following the day on which public announcement of the date of such meeting is first made.
- e. The Nominating and Governance Committee will: oversee succession planning for the officers of the Board; review any statement of intention to stand for election as an officer that is received from a Director and consult with the President and Executive Committee regarding the same; oversee an annual review of the Board's and its committees' performance; assist the standing committees in drafting or amending their charters; periodically review these bylaws and review and consider whether to recommend any amendments thereto, including any amendment proposed by a member; develop and recommend to the Board corporate governance principles applicable to NAMI Massachusetts; and assist the Board in its interpretation of these principles and generally oversee governance matters relating

to NAMI Massachusetts.

Section 3. – Finance and Audit Committee

The President shall appoint a Finance and Audit Committee which shall include at least three (3) NAMI Massachusetts members, at least two of whom shall be Directors, including the Treasurer. The committee is responsible for overseeing the finances of NAMI Massachusetts, the naming of an auditor who will audit and review NAMI Massachusetts's books and preparing the annual report for presentation at a meeting of the Board of Directors.

Section 4 - Other Committees; Advisory Bodies

- a. The President may appoint members to committees, including Education and Support, Public Policy and Advocacy, Fundraising and Marketing, Affiliate and Membership Committees and other standing and special committees, subject to approval by majority vote of the Board of Directors.
- b. The Board of Directors may establish an advisory council or other similar non-voting body to provide advice, counsel and input to the Board of Directors, officers and staff of NAMI Massachusetts. Members of any such body shall be appointed by the President, subject to approval by a majority vote of the Board of Directors, and need not be members of NAMI Massachusetts. The charter, function and manner of operation of any such advisory body shall be as determined by the Board of Directors; provided, that no authority to take action legally binding upon NAMI Massachusetts may be delegated to any such advisory body.

Section 6. - Tenure

All committee members and members of any advisory body serve at the pleasure of the Board.

Section 7. - Meetings of Committees; Committee Charters

Committees shall meet on call of the chairperson of the committee or of the President. Each standing committee of the Board shall adopt a written charter setting forth a concise statement of its purpose, the scope of its responsibilities and authority and any requirements concerning its membership and proceedings, subject to approval by the Board of Directors.

ARTICLE VIII. ~ INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES AND AGENTS

Each person who is or was a director, officer, employee or agent of NAMI Massachusetts and who is a party or is threatened to be made a party to, or is involved in any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that such person is or was a director, officer, employee or agent of NAMI Massachusetts or is or was serving at the written request of NAMI Massachusetts as a director, officer, employee, trustee or agent of another corporation, partnership, joint venture,

trust or other enterprise, shall be indemnified and held harmless by NAMI Massachusetts in the manner and to the full extent that NAMI Massachusetts has power to indemnify such person under Chapters 180 and 156B of the Massachusetts General Laws. NAMI Massachusetts shall not indemnify or hold harmless a person if this action could be construed as an act of self-dealing or a taxable expenditure as defined by the Internal Revenue Code or by Massachusetts General Laws or if otherwise prohibited by law. NAMI Massachusetts may purchase and maintain insurance concerning the obligations set forth in this Article VIII.

ARTICLE IX. ~ AMENDMENT OF BYLAWS

Amendments of these Bylaws may be proposed by any member in good standing. Any such proposed amendments shall be submitted in writing to the Nominating and Governance Committee in the manner and within the time frame specified for resolutions to be put before the annual meeting as set forth in Article VII, Section 2(d) above. All amendments must be submitted to and approved by NAMI National prior to final adoption. Each member shall receive in writing all proposed amendments to the bylaws not less than (30) days prior to the next annual meeting of the members. Proposed amendments shall be presented to the voting membership at such next annual meeting. The affirmative vote of two-thirds of the votes properly cast, in person or by absentee ballot, shall be required to amend the bylaws. Amendments of bylaws shall apply prospectively unless expressly stated otherwise in such amendment.

ARTICLE X. ~ DISPUTE RESOLUTION

Section 1. - Procedure for Dispute Resolution between Affiliates/Proposed Affiliates

NAMI Massachusetts shall mediate resolution of any dispute between Affiliates or between an Affiliate and a proposed Affiliate that may be jointly submitted by the parties to the NAMI Massachusetts Board for such mediation. Upon receipt by the President of written notice from one or both parties to the dispute, notifying him, her or them of the existence of the dispute and the names of persons authorized to act on behalf of the disputants, the President shall investigate the dispute and work with the parties to mediate a resolution. In the event that resolution of the dispute cannot be achieved within ninety (90) days from the receipt by the President of written notice of the dispute, the dispute, together with the names of persons authorized to act on behalf of the disputants, shall be referred to the NAMI Board of Directors for final and binding resolution by the NAMI Board.

Section 2. - Procedure for Dispute Resolution between NAMI Massachusetts and Affiliates or Proposed Affiliates

Upon receipt by the President of written notice from the Board of Directors of an Affiliate or from the organizers of a proposed Affiliate notifying the President of the existence of a dispute between such existing or proposed Affiliate and NAMI Massachusetts and demanding mediation thereof, which notice shall include the names of persons authorized to act on behalf of the disputants, the President shall investigate the dispute and work with the parties to mediate a resolution. In the event that such efforts are unsuccessful in resolving the dispute within thirty (30) days following receipt of such notice, the disputants shall submit to mediation of such

dispute by an independent third party reasonably acceptable to all the disputants, the expense of such mediation to be borne equally by the disputants. In the event that for any reason resolution of the dispute is not achieved by such third party mediation within ninety (90) days from the receipt by the President of written notice of the dispute, the dispute, together with the names of persons authorized to act on behalf of the disputants, shall be referred to the NAMI Board of Directors for final and binding resolution by the NAMI Board.

ARTICLE XI. ~ INDEPENDENCE

NAMI Massachusetts and its Affiliates shall be independent of other agencies and advocacy groups not affiliated with NAMI and NAMI Massachusetts, and shall not share bylaws, Articles of Incorporation, or Boards of Directors with such other groups.

ARTICLE XII. ~ SEAL AND LOGO

NAMI Massachusetts may have a seal. The use of the name, acronym and logo of “NAMI” and “NAMI Massachusetts” shall be in accordance with NAMI policy, and that upon termination of affiliation with or charter by NAMI, the uses of these names, acronyms and logo by an Affiliate member or NAMI Massachusetts shall cease. Within 30 days of such termination, NAMI Massachusetts will change its name to reflect that it is no longer connected to NAMI.

ARTICLE XIII. ~NON- DISCRIMINATION

NAMI Massachusetts and its member Affiliates shall not discriminate against any person or group of persons on the basis of race, ethnicity, culture, language, national origin, caste origin, geographic origin, age, disability, gender, sexual orientation, gender expression, education, religion, faith, socio-economic status or lived experience.

ARTICLE XIV. ~ AUTHORITY

A current edition of Robert's Rules of Order - Newly Revised shall govern the conduct of business in all applicable cases that are not in conflict with these bylaws. The presiding officer at any meeting of the Board or of any committee of the Board may, but need not, appoint from among the members present a parliamentarian for the meeting, whose responsibility shall be to advise the presiding officer on matters of parliamentary procedure at such meeting.

ARTICLE XV. ~ ADOPTION OF THESE BYLAWS

These are the current bylaws approved and ratified by two-thirds (2/3) of votes properly cast, in person or by absentee ballot, by members eligible to vote at the annual meetings of NAMI Massachusetts in May of 1997, May of 1999, May of 2001, October of 2009, October of 2010, October of 2011, October of 2012, October of 2020, and December of 2023.