

# BYLAWS

The Auxiliary  
of  
Memorial Hospital Medical Center  
Johnstown, Pennsylvania 15905

## ARTICLE I Name

**Section 1:** The name of this organization shall be "The Junior Auxiliary of Conemaugh Valley Memorial Hospital," hereafter referred to as the Auxiliary.

**Section 2:** The Auxiliary shall do business as The Auxiliary of Memorial Medical Center.

## ARTICLE II Mission Statement

**Section 1:** The Auxiliary is a non-profit organization whose dedicated volunteers support programs at Memorial Medical Center that provide quality healthcare and promote wellness throughout our community.

## ARTICLE III Membership and Dues

### **Section 1: Membership**

Membership shall consist of adults age 18 and older who are interested in working to further the objectives and purposes of the Auxiliary for the benefit of Memorial Medical Center and who pay dues as required. The Auxiliary shall comply with all non-discriminatory laws.

### **Section 2: Membership Classifications**

- A. Active Members pay regular dues and engage actively in the work of the Auxiliary. Active Members shall be entitled to all the rights and privileges of the Auxiliary, including the right to vote and hold office.

- B. Sustaining Members pay regular dues in addition to a monetary assessment as a substitute for active participation in fund-raising activities. Sustaining Members shall be entitled to all the rights of Active Members, but may not hold office.
- C. Honorary Members have been members for fifty (50) years. Honorary Members shall be exempt from paying Auxiliary dues, and shall enjoy all the rights and privileges of an Active Member.

**Section 3: Termination of Membership**

- A. **Resignation:** Resignations by Members of the Auxiliary shall be made to the Auxiliary Secretary and forwarded to the Board of Directors to be recorded.
- B. **Non-payment of Dues:** Members whose annual dues are not paid by September 1 shall be dropped from the Membership Book of the Auxiliary. Members dropped for non-payment of dues shall be reinstated for that year upon payment of that year's dues.
- C. **Action of the Board of Directors:** The Board of Directors may suspend or expel any member for cause, after giving such member the opportunity to have a fair hearing before the Board. "For cause" shall include, but not be limited to, (1) any violation of these Bylaws; (2) any conduct on the part of the said member that is prejudicial to the interests and welfare of the society and its members. A member may be suspended or expelled by the affirmative vote of two-thirds of a quorum of the Board Members present and voting. Any member suspended may be reinstated by the affirmative vote of a majority of the Board Members present and voting.

**Section 4: Dues**

- A. The fiscal year of the Auxiliary and all its projects shall run from July 1 through June 30.
- B. Auxiliary dues shall be set by the Board of Directors.
- C. Annual dues shall become payable on July 1.

**ARTICLE IV  
Meetings and Order of Business**

- Section 1:** The Members of the Auxiliary shall meet a minimum of four times per year. The Annual Meeting shall be held in May for the purpose of installing the Board of Directors, receiving annual reports, and recognizing our Auxiliary Volunteers. Additional meetings may be scheduled at the discretion of the Board of Directors.

**Section 2:** Special meetings of the Auxiliary may be called at the direction of the President or upon written request of ten (10) Active Members to the President. No business other than that stated may be transacted.

**Section 3:** When a special meeting of the Auxiliary is called, each member shall receive a written notice five (5) days prior to the day named for the meeting. The nature of the business to be discussed shall be included in the notice.

**Section 4:** The Order of Business for the Auxiliary shall be as follows.

1. Call to Order
2. Reading of the Minutes
3. Report of the Treasurer
4. Membership Report
5. Report of the Corresponding Secretary
6. Reports of the Committees
7. Unfinished Business
8. New Business
9. Announcements
10. Adjournment

## ARTICLE V

### Board of Directors and Executive Committee

**Section 1:** The Members of The Auxiliary of Memorial Medical Center shall **elect** a Board of Directors from the Active Membership consisting of the following.

- A. President
- B. Vice-President
- C. Recording Secretary
- D. Corresponding Secretary
- E. Treasurer
- F. Assistant Treasurer
- F. Eight (8) Active Members at Large

**Section 2:** The following **appointed** positions shall complete the Board of Directors.

- G. Parliamentarian
- H. Immediate Past President
- I. Events Chairperson
- J. Sales/Projects Chairperson
- K. Little Shop Chairperson

**Section 3: The Executive Committee shall consist of the following.**

- A. President
- B. Vice-President
- C. Recording Secretary
- D. Corresponding Secretary
- E. Treasurer
- F. Parliamentarian
- G. Immediate Past President

**Section 4: Tenure of Executive Committee and Members of the Board of Directors**

- A. The term of office for the Executive Committee and Members of the Board of Directors shall begin when they are installed at the Annual Meeting, and shall be for one (1) year.
- B. The President and Vice-President shall move through a two (2) year succession. The President may serve the year after completing the succession only as an Ex-Officio Member of the Board in an advisory capacity with no assigned duties or voting privileges.
- C. The Treasurer and Assistant Treasurer may serve on a year to year basis with the approval of the Auxiliary.
- D. The Recording Secretary and Corresponding Secretary may serve five (5) consecutive years in their respective positions.
- E. An Active Member at Large may serve three (3) consecutive years in his/her respective position.
- F. The Parliamentarian shall be appointed by the President for one (1) year.
- G. The Immediate Past President shall serve for one (1) year.
- H. The Events, Sales/Projects, and Little Shop Chairpersons shall be appointed on a year to year basis.

**Section 5: The business and affairs of the Auxiliary shall be managed by the Board of Directors, who shall be responsible to the Membership of the Auxiliary.**

- A. Meetings of the Board of Directors shall be either regular or special. There shall be one (1) Board meeting each month except July and August. The time and place of these meetings shall be determined by the Board. Special meetings of the Board shall be held at the call of the President or upon the written request of three (3) Board Members.
- B. A majority of the Directors in office shall be necessary to constitute a quorum for the transaction of business, and the acts of a majority of the Directors present at a meeting at which a quorum is present shall be the acts of the Board.
- C. Positions on the Auxiliary Governing Board originally held by Trustees, as stated in the Auxiliary Charter, shall now be held by Directors.

- Section 6:** The Board of Directors shall refer all matters of general policy to the Auxiliary for final action. Matters under consideration by the Board shall be presented to the Auxiliary members for discussion and vote.
- Section 7:** Any matter for consideration by the Board of Directors shall be submitted in writing. An Auxiliary member who wishes to bring a matter of business before the Board in person may do so only by invitation of the Board President.
- Section 8:** The Board of Directors shall adopt administrative regulations pertaining to internal procedure as Standing Rules. Guidelines for Standing Rules are covered under Article XV, Standing Rules.
- Section 9:** The Board of Directors shall be responsible for bonding members handling Auxiliary funds who shall include, but not be limited to, the Treasurer and Assistant Treasurer, and Treasurers of Fund-raising Committees. Said bonding to be at the expense of the Auxiliary. The Board shall purchase any insurance deemed necessary for the protection of the Auxiliary.

## **ARTICLE VI**

### **Duties of Executive Committee and Board of Directors**

- Section 1:** To be eligible to hold an office, one must have been an Active Member in good standing of the Auxiliary for at least one (1) year.
- Section 2: Duties of the President**
- A. The President shall preside at all meetings of the Auxiliary and Board of Directors, and shall perform all duties pertaining to that office, including the enforcement of the Bylaws.
  - B. The President shall appoint the Chairperson of each Standing Committee and any other Chairpersons of committees that are deemed necessary. The President shall be an Ex-Officio Member of all committees, except the Nominating Committee, and shall be notified of every committee meeting.
  - C. The President shall present to the Auxiliary a comprehensive report of the Auxiliary's activities at the Annual Meeting.
  - D. The President shall give all correspondence and records relating to Auxiliary activities received during his/her term of office to the Recording Secretary for permanent inclusion in the archives.
  - E. The President shall be the Auxiliary's representative to the Board of Trustees of Conemaugh Valley Memorial Hospital.
  - F. The President shall appoint a Parliamentarian to serve for one (1) year.

- G. The President shall coordinate the monthly newsletter with the Auxiliary Secretary.
- I. The President shall present the Elaine E. Behe Annual Scholarship Award as determined by the School of Nursing faculty.

**Section 3:** In the absence of the President, the Vice-President shall preside and perform the duties of the President. In the absence of the President and Vice-President, the members shall elect a Chairperson pro tem. The Recording Secretary shall preside during this election. Should the office of President become vacant during the year, the Vice-President shall automatically succeed to that office. Should any other office(s) become vacant, the Nominating Committee shall recommend nominees for the vacant office(s) to be voted on at the next regular meeting of the Auxiliary, or at a meeting of the Executive Committee specially convened for that purpose.

**Section 4: Duties of the Vice-President**

- A. Shall be Chairperson of the Membership Committee
- B. Shall oversee the implementation of the annual membership survey.
- C. Shall oversee the compilation of the Membership Booklet using information from the annual membership survey and update membership information throughout the year.
- D. Shall provide a report at the Annual Meeting in May.
- E. Shall oversee the collection of dues and transfer them to the Treasurer with report.
- F. Shall oversee the organization of yearly membership drive. (These duties were listed in Article IX. Listed in this section for clarification.)

**Section 5: Duties of the Recording Secretary**

- A. The Recording Secretary shall keep a complete record of all meetings of the Board of Directors and Auxiliary. The Recording Secretary shall prepare the minutes from each Board meeting for distribution to the Board members before the next Board meeting.
- B. The Recording Secretary shall oversee the filing of all documents pertaining to the Auxiliary for permanent inclusion in the archives.

**Section 6: Duties of the Corresponding Secretary**

- A. The Corresponding Secretary shall have charge of the correspondence of the Board of Directors and the Auxiliary. When necessary, he/she will send notice of Auxiliary meetings to the membership.
- B. The Corresponding Secretary shall keep a separate record of dates of tenure of members of the Board of Directors.

**Section 7: Duties of the Treasurer**

- A. The Treasurer shall receive and be the custodian of all monies or securities of the Auxiliary, and shall keep the Board of Directors fully informed on all matters connected therewith. He/She shall keep the securities of the Auxiliary in such place of safe deposit and the funds in an account in the name of the Auxiliary in such bank or place of safe deposit as the Board of Directors may from time to time designate, and keep a set of books, the property of the Auxiliary, showing the disposition thereof. He/She shall be responsible for the settlement of all indebtedness by contract or other action of the Auxiliary or the Board of Directors and all other bills upon certification of their correctness by the proper Officers of Committees, and perform such other duties as the Auxiliary, Bylaws, or Board of Directors may assign him/her. His/Her books shall be open at all times to the inspection of any member of the Board of Directors.
- B. The Treasurer shall be responsible for signing all checks and obtaining a co-signature from the authorized co-signers for all Auxiliary checks over \$1000.
- C. The Treasurer shall present a monthly report to the Board of Directors and at the General Meetings.
- D. The Treasurer shall prepare and present a yearly report at the Annual Meeting.
- E. The Treasurer shall serve as the Chairperson of the Finance Committee.

**Section 8: Duties of the Assistant Treasurer**

- A. The Assistant Treasurer will share responsibilities for signing all checks and obtaining a co-signature from the authorized co-signers for all Auxiliary checks over \$1000.

**Section 9: Duties of the Eight (8) Active Members at Large**

- A. The Eight (8) Active Members at Large will attend and participate in the Monthly Board Meetings of the Auxiliary.

**Section 10: Duties of the Parliamentarian**

- A. The Parliamentarian shall be appointed by the President and shall attend all Board of Directors meetings and Auxiliary meetings.
- B. The Parliamentarian shall be a non-voting member of the Board.
- C. The Parliamentarian shall provide advice on Parliamentary Procedure and bring any procedural errors to the attention of the Chairperson.
- D. The Parliamentarian shall assist the Bylaws Committee with amendments and revisions.

**Section 11: Duties of the Immediate Past President**

- A. The Immediate Past President shall serve on the Board of Directors in an advisory capacity only, with no assigned duties or voting privileges on the Board.

**Section 12: Duties of the Events Committee Chairperson**

- A. Shall obtain a Co-Chairperson.
- B. Is a member of the Board of Directors.
- C. Shall see that reports for all events are prepared for presentation at the Annual Meeting.
- D. Shall secure positions for all events if needed.
- E. Shall obtain reports from event Chairpersons and report to the Board of Directors.
- F. Shall participate in annual membership participation survey.

**Section 13: Duties of the Sales/Projects Committee Chairperson**

- A. Shall obtain a Co-Chairperson.
- B. Is a member of the Board of Directors.
- C. Shall see that reports for all events are prepared for presentation at the Annual Meeting.
- D. Shall secure coordinator positions for any sales and projects if needed.
- E. Shall obtain reports from the coordinators and report to the Board of Directors.
- F. Shall participate in annual membership participation survey.

**Section 14: Duties of the Little Shop Committee Chairperson**

- A. Shall obtain a Little Shop Co-Chairperson.
- B. Is a member of the Board of Directors.
- C. Must provide a report for presentation at the Annual Meeting.
- D. Shall be the liaison between the Little Shop Manager and the Board of Directors and reports to the Board monthly.
- E. Shall participate in annual membership participation survey.

**ARTICLE VII  
Elections**

**Section 1:** The Board of Directors shall appoint the Nominating Committee. The Nominating Committee shall consist of at least three (3) Active Members. The Chairperson of the Nominating Committee shall be appointed by the President. The members of the Committee shall serve for one (1) year.

**Section 2:** The Vice-President shall automatically succeed to the Presidency. No balloting is necessary for the office of President unless a vacancy exists.

**Section 3:** The Nominating Committee shall present its best Slate of Officers, consisting of recommendations for the offices of Vice-President, Corresponding Secretary, Recording Secretary, Treasurer, Assistant Treasurer, the eight (8) remaining at large Board positions, and for any vacancy in any other offices.

**Section 4: Procedure of the Nominating Committee**

- A. In February, the Nominating Committee will compile a list of Auxiliary Members eligible for elective office and make sure that each candidate conforms to the requirements of the Bylaws.
- B. The President shall also present a list of recommendations to the Nominating Committee at this time.
- C. Minutes and committee votes will be recorded. A minimum of at least three (3) members is required to take a vote.
- D. Final determination of the Slate shall rest with the Nominating Committee.
- E. Each candidate shall be provided a copy of the duties of the office under consideration. Permission to have each candidate's name appear on the Slate must be secured in writing from the candidate by the Nominating Committee and will be attached to the Slate.
- F. The Slate will be presented in writing, signed by all Nominating Committee Members, to the Board of Directors for a vote of approval at the March Board meeting and then will be placed in filing.
- G. The Slate shall be presented to the Auxiliary by the Nominating Chairperson at the March and April meetings.
- H. The Nominating Committee shall turn over to the Vice-President any advice and recommendations useful to future Nominating Committees.

**Section 5:** Elected Board Officers and the Eight (8) Active Members at Large shall be elected by a simple majority of the members of the Auxiliary voting in May and will be installed in July.

**ARTICLE VIII  
Quorum**

**Section 1:** One-fifth of the total current membership shall constitute a quorum for the Annual Meeting and any special meetings that are requested.

**Section 2:** A majority of the Directors in office shall constitute a quorum for the transaction of business of the Board of Directors.

## **ARTICLE IX Committees**

**Section 1:** The following shall be the Standing Committees.

- A. Fund-raising
  - 1) Events
  - 2) Sales/Projects
  - 3) Little Shop
- B. Programs
  - 4) Pediatrics
  - 5) Scholarships
- C. Administrative
  - 6) Bylaws
  - 7) Historian
  - 8) Membership
  - 9) Nominating
  - 10) Finance

**Section 2:** The Chairpersons shall be nominated by the President annually using information from the annual membership participation survey, and approved by the Board annually.

**Section 3:** The formation of a Standing Committee or Special Committee, or the disbanding of an existing Committee, shall be done at the recommendation of the Board of Directors.

**Section 4:** Fund-raising Committees must submit to the Board of Directors financial reports due at the monthly Board meeting. Such reports shall be given to the Recording Secretary and reported to the Auxiliary in the newsletter.

**Section 5:** The annual reports of the Standing Committees shall be read at the Annual Meeting. All annual reports shall be given to the Recording Secretary for filing after their verbal presentation.

**Section 6:** Special committees shall not be required to have bylaws and shall operate under the supervision of the Board of Directors.

**Section 7:** Monies of all Fund-raising Committees shall be deposited in the Auxiliary Account in a timely fashion. No monies may be disbursed by the committee itself.

## Section 8: Duties of the Committees

### A. Fund-raising

- 1) The Events Chairperson shall oversee all of the Auxiliary's fund-raising events.
- 2) The Sales/Projects Chairperson shall oversee all Auxiliary sales and projects.
- 3) The Little Shop Chairperson shall oversee the operations of the Little Shop.

### B. Programs

- 4) The Pediatrics Committee shall submit an annual budget for the Department of Pediatrics for approval by the Board of Directors. Requests for expenditures in excess of the budgets must be submitted to the Board of Directors for approval before the expenditure is made. Additional duties may be designated by the Board of Directors.
- 5) The Scholarships Committee will accept, review, and determine the recipient of an annual scholarship in a healthcare field.

### C. Administrative

- 6) The Bylaws Committee shall review and put into final form the recommended Bylaws of the Auxiliary.
- 7) The Historian shall keep on file all newspaper clippings, notices, and items of interest to the Auxiliary.
- 8) The Membership Committee shall oversee the Auxiliary membership.
  - a) The Vice-President:
    1. Shall be the Chairperson of the Membership Committee.
    2. Shall oversee participation in annual membership survey implementation.
    3. Shall oversee the compilation of the Membership Booklet and update membership information throughout the year.
    4. Must provide a report at the Annual Meeting in May.
    5. Shall oversee the collection of dues and give to the Board Treasurer with a report.
    7. Shall oversee the organization of a yearly membership drive.
- 9) The Nominating Committee shall present a yearly Slate of Officers and fill vacant offices as outlined in Article VII, Elections.
- 10) The Finance Committee:
  - a) Shall be chaired by the Treasurer and shall consist of the Assistant Treasurer, President, Vice-President, and Recording Secretary.
  - b) Shall prepare an annual budget.
  - c) Shall be responsible for addressing any financial issues.
  - d) Shall ensure the preparation of the annual audited financial statements.
  - e) Shall ensure the fulfillment of the annual Federal and State reporting requirements.

**ARTICLE X**  
**Conemaugh Health Foundation Board Representative**

- Section 1:** Whenever a vacancy exists as Auxiliary Representative to the Conemaugh Health Foundation Board, the Board of Directors shall appoint the outgoing President to the position. Should the outgoing President decline the position, the Board shall appoint a member with similar qualifications.
- Section 2:** The Auxiliary representative to the Conemaugh Health Foundation Board shall report to the Board of Directors quarterly, or when deemed necessary by the Board at the invitation of the President.
- Section 3:** Tenure of the Auxiliary representative to the Conemaugh Health Foundation Board shall be determined by the Conemaugh Health Foundation Board.

**ARTICLE XI**  
**Parliamentary Authority**

- Section 1:** The most recent edition of Robert's Rules of Order Newly Revised shall be the parliamentary authority in all cases except where they are in conflict with the Charter, Bylaws, and Standing Rules of the organization.

**ARTICLE XII**  
**Amendments**

- Section 1:** These Bylaws may be amended at a regular meeting of the Auxiliary, or a special meeting of the Auxiliary convened for that purpose, subject to the following procedures.
- A. A proposal for amendment shall be presented to the Board of Directors. If approved, it shall be sent to the Bylaws Committee for action.
  - B. The Board of Directors shall determine when a Bylaws Revision (a complete set of bylaws is substituted for the existing set) is necessary. Proposed changes shall be initiated by the Board before being forwarded to the Bylaws Committee for implementation.
  - C. A copy of the proposed amendments or revisions shall be provided to each Auxiliary member.
  - D. No proposed amendments may be voted upon until it has been discussed at two (2) meetings of the Auxiliary. The final reading and vote shall take place at the second meeting.

**Section 2:** A vote of two-thirds of the quorum shall be required to approve and authorize an amendment or revision of the Bylaws.

**Section 3:** These Bylaws shall become effective at the first meeting following their adoption. A copy of any amendments or revisions shall be provided the Board of Trustees of Conemaugh Valley Memorial Hospital.

### **ARTICLE XIII Dissolution**

**Section 1:** In the event the Auxiliary is dissolved, any surplus of assets remaining after paying or providing for all liabilities of the Auxiliary shall be distributed by the Board of Directors to Conemaugh Valley Memorial Hospital, a non-profit organization.

**Section 2:** In the event Conemaugh Valley Memorial Hospital is not in existence at the time of such dissolution, the surplus of assets remaining after paying or providing for all liabilities shall be distributed by the Board of Directors to one or more non-profit corporations organized for charitable, educational or similar purposes, or to the federal, state or local government for a public purpose.

### **ARTICLE XIV Indemnification by Auxiliary of its Directors, Executive Committee Members, Auxiliary Members and Employees**

**Section 1:** The Auxiliary shall indemnify any person who was or is threatened to be made a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, administrative or investigative by reason of fact that such person is or was a Director, Executive Committee Member, Auxiliary Member or Employee of the Auxiliary against expenses (including attorney's fees), judgments and amounts paid in settlement actually and reasonably incurred by him/her in connection with such action, suit or proceeding if he/she acted in good faith and in a manner he/she reasonably believed to be in, or not opposed to, the best interests of the Auxiliary, to the extent and under the circumstances permitted by the applicable Corporate Law of the Commonwealth of Pennsylvania. Such indemnification (unless ordered by a court) shall be made as authorized in a specific case upon a determination that indemnification of the Director, Executive Committee Member, Auxiliary Member or Employee is proper in the circumstances because he/she has met the applicable standards of conduct set forth in the applicable

Corporate Law of the Commonwealth of Pennsylvania. Such determination shall be made (1) by the Board of Directors by a majority vote of a quorum consisting of Directors who were not, and are not, parties to or threatened with any such action, suit or proceeding; or (2) if such a quorum is not obtainable, or if a majority vote of a quorum of disinterested Directors so directs, in a written opinion by independent legal counsel meeting the requirements of independence required by the applicable Corporate Law of Pennsylvania; or (3) by the Member; or (4) by the Court of Common Pleas or the court in which such action, suit or proceeding was brought.

**Section 2:** The Board of Directors shall purchase the insurance necessary to provide indemnification of its Directors, Executive Committee Members, Auxiliary Members and Employees.

#### **ARTICLE XV Standing Rules**

**Section 1:** Administrative regulations may be adopted by the Board of Directors at any meeting provided that they do not conflict with the Charter or Bylaws. These Standing Rules shall include, but not be limited to, policies concerning financial matters, dues, budgets and administrative expenses, financial reports, auditing procedures, scheduling of Auxiliary events, contact approval procedure, indemnification and bonding of Officers, Directors and Members, confidentiality policies, conflict of interest policies, and disciplinary procedures. Standing Rules, policies, and regulations will be printed under a separate heading and be appended to the Bylaws.

#### **ARTICLE XVI Conflict of Interest Policy**

**Section 1:** If a conflict of interest arises between a member's position as a member of the Auxiliary and his/her personal life, the member shall state the conflict openly and refrain from voting on matters in which a conflict exists.

#### **ARTICLE XVII Confidentiality Policy**

**Section 1:** All members shall be required to sign a confidentiality document as provided by the hospital.

**Section 2:** Financial records and information of the Auxiliary shall be made public only in accordance with Pennsylvania State Law.

**ARTICLE XVIII**  
**Disciplinary Procedures**

**Section 1:** Formal disciplinary procedures may be initiated by the Board of Directors in the event that a member's actions violate these Bylaws or conflict with the Auxiliary's best interests. These procedures shall be outlined in the Standing Rules, and shall include, but not be limited to, suspension or expulsion of the said member as outlined in Article III, Section 3C.

Revised and approved by the Membership of the Junior Auxiliary of Conemaugh Valley Memorial Hospital on May 18, 1995.

**1995 Bylaws Committee**

Sheri Lowry, Chairman	Joy Kushnir, Group VIII
Joan Georg, Group I	Julie Katz, Group IX
Linda Scislowicz, Group II	Edith Brown, Group X
Valeria Stetz, Group V	Lynn Kraft, Parliamentarian
Ed Stetz, Group VII	Francine Bodnar, President 1995

Amended and approved by the Membership on November 19, 1997.

**1997 Bylaws Committee**

Sheri Lowry, Group IX, Chairman	Peggy Rininger, Group VIII
Linda Scislowicz, Group II	Edith Brown, Group X
Kim Sanker, Group V	Greg Dulak, Parliamentarian
Ed Stetz, Jr., Group VII	Linda Price, President 1997

Revised and approved by the Membership of the Junior Auxiliary of Conemaugh Valley Memorial Hospital on October 18, 2000.

**2000 Bylaws Committee**

Sheri Lowry, Group IX, Chairperson	Nina Kane, Group Good Sam
Becky Azar, Group IX	Julie Katz, Group IX
Mary Battaline, Group Good Sam	Kathy Masiello, Group IX
Francine Bodnar, Group II	Margaret Rininger, Group VIII
Phyllis Casey, Group IX	Gladys Rose, Group X
Lisa Drennen, Group IX, President 2000-2001	Linda Scislowicz, Group II
Greg Dulak, Group VII	Matt Scislowicz, Group VII
Anne Foltz, Group VIII	Carla Straw, Group IX
Cathy Greene, Group II	Joan Tilley, Group VIII
Sally Hill, Group IX	

Revised and approved by the Membership of the Junior Auxiliary of Conemaugh Valley Memorial Hospital on September 8, 2010.

**2010 Bylaws Committee**

Sheri Lowry, Chairperson	Jaime Hahm
Francine Bodnar	Sally Hill
Denise Giardina	Renee Mackel Felix
Kathy Gorzelsky	Sandy Vigna

# BYLAWS

The Junior Auxiliary  
of  
Conemaugh Valley Memorial Hospital  
Johnstown, Pennsylvania

Revised and approved by the Membership of the Junior Auxiliary of Conemaugh Valley Memorial Hospital on December 6, 2001.

Article IV, Meetings and Order of Business, Section 1  
Standing Rule No. 3

## ARTICLE IV Meetings and Order of Business

**Section 1:** The Members of the Auxiliary shall meet during the months of October, December, March and May. The Annual Meeting shall be held in May for the purpose of installing the Board of Directors, receiving annual reports, and recognizing our Auxiliary Volunteers.

### STANDING RULES

3. The Members of The Auxiliary of Memorial Medical Center will meet during the months of October, December, March and May.

#### 2000 Bylaws Committee

Becky Azar	Julie Sananes-Katz
Edith Brown	Linda Scislowicz
Nora Dorian	Matt Scislowicz
Lisa Drennen	Joan Tilley
Sheri Lowry (Chairperson)	