

# **GUILD OF PROFESSIONAL FARRIERS (GPF)**

## **BYLAWS**

**(Revised September 1st, 2009)**

## **ARTICLE I – REGISTRATION REQUIREMENTS**

The Guild of Professional Farriers shall maintain a registry of qualified full time professional farriers who have completed the Guild registration process.

### **Section 1 – Credential Ownership**

The Guild of Professional Farriers, Inc. is the sole owner of all Guild issued credentials. Members meeting the requirements outlined below are only authorized to use the approved credential as long as they are members in good standing. Members who remain not in good standing for a period of 5 years shall have to re-qualify for the use of a Guild issued credential.

### **Section 2 – Credential Governance**

The Registration Committee shall develop and maintain registration testing processes that govern the use of any Guild credential. As changes are developed they must be presented to the Board of Directors for final approval.

### **Section 3 – Credential Qualifications**

#### **A. Registered Graduate Farrier**

Candidates for the Registered Graduate Farrier credential shall meet all of the following criteria before entering the registry and receiving authorization to use the credential:

- a. Proof of graduation from a Guild Accredited Farrier Education Institution.
- b. Complete and pass all the Guild Registered Farrier examinations as described in Section 3, B of these bylaws.

Members meeting all requirements of the RGF credential are only authorized to use the RGF Credential for a period of 2 years from the date of the authorization. Upon expiration of this time limit, members in good standing who have maintained documented continuing education units may provide proof of two consecutive years of full-time employment as a professional farrier to the Registration Committee to upgrade their credential to the Registered Farrier credential.

Members who cannot document continuing education units or provide proof of two years consecutive full time employment as a professional farrier shall become Associate Members until they are able to qualify for a different Guild credential.

## **B. Registered Farrier**

Candidates for the Registered Farrier credential shall meet all of the following criteria before entering the registry and receiving authorization to use the credential:

- a. Provide proof of two consecutive years of full time employment as a professional farrier.
- b. Complete and pass the Guild RF shoe board examination and shape a demonstration shoe selected at random from the shoe board to fit a pattern at the site of the examination.
- c. Complete and pass the Guild RF written exam.
- d. Complete and pass the Guild RF practical live shoeing exam.

## **C. Registered Journeyman Farrier**

Candidates for the Registered Journeyman Farrier credential shall meet all of the following criteria before entering the registry and receiving authorization to use the credential:

- a. Provide proof of four consecutive years of full time employment as a professional farrier.
- b. Complete and pass the Guild RJF shoe board examination and make a demonstration shoe selected at random from the shoe board to fit a pattern at the site of the examination.
- c. Complete and pass the Guild RJF written exam.
- d. Complete and pass the Guild RJF practical live shoeing exam.

## **D. Registered Master Farrier**

Candidates for Registered Master Farrier shall complete such requirements as are established by the Registration Committee and are approved by the Board of Directors.

## **Section 4 – Full-Time Employment**

The Guild defines “full-time employment as a professional farrier” as either earning more than 70% of “active income” as defined by the IRS or earning more than the latest full time median personal income for the population age 25 and older average for both sexes as most recently announced by the U.S. Department of Commerce. (In 2008 report this amount is \$33,921 as reported on the US Census Bureau web site.)

## **Section 5 - Credential Descriptions**

### **A. Registered Graduate Farrier**

A Registered Graduate Farrier has graduated from a Guild Accredited Farrier Education Program and has passed the Registered Farrier level exams. This farrier has demonstrated their ability to shoe sound horses safely and by their continuing membership they are demonstrating their dedication to continued education and commitment to the profession.

### **B. Registered Farrier**

A Registered Farrier has taken and passed the Guild's RF exams and has completed a minimum of two years full-time employment as a professional farrier. This farrier has demonstrated their ability to shoe sound horses safely. By documenting their continuing education they demonstrate their commitment to the profession.

### **C. Registered Journeyman Farrier**

A Registered Journeyman Farrier has taken and passed the Guild's RJF exams and has completed minimum of four years full-time employment as a professional farrier. This farrier has demonstrated their ability to work with horses that are both sound and unsound to develop effective shoeing protocols as needed for a horse's health or recovery. They have an advanced knowledge of the art and science of farriery and are skilled and tested in addressing the needs of horses with diagnosed pathology. By documenting their continuing education they demonstrate their commitment to the profession.

### **D. Registered Master Farrier**

A Registered Master Farrier has and continues to meet all of the requirements for the RJF as well as having completed the RMF requirements as defined by the Registration Committee. This farrier has not only demonstrated their abilities in the practice of all aspects of farriery they have also demonstrated their ability to mentor, teach, and consult on the practice of farriery with farrier and veterinary practitioners alike. By documenting their continuing education they demonstrate their commitment to the profession.

## **ARTICLE II – MEMBERSHIP**

### **Section 1 - Membership Categories**

These categories of membership in the Guild are established:

#### **A. Voting Membership Categories**

Voting members of the Guild shall have the right to vote in elections, to hold office, use Guild insignia and purchase Guild material and services at member rates. Voting Members of the Guild shall be divided into the following categories:

- a. Registered Master Farrier (RMF)
- b. Registered Journeyman Farrier (RJF)
- c. Registered Farrier (RF)
- d. Registered Graduate Farrier (RGF)

#### **B. Non-Voting Membership Categories**

Non-voting members of the Guild shall not use Guild insignia for any purpose. By joining the Guild in a non-member category they acknowledge that the Guild's purpose is to serve the interests of voting members.

- a. Associate Member – Any Persons or Businesses Interested in, or desiring to support the goals and purposes of the Guild.
- b. Farrier Education Institution - Any school teaching the Art and Science Farriery.
- c. Student Member: Any student enrolled in a Guild Accredited school or college of Farrier Science or any student in an accredited school or college of veterinary medicine with an expressed interest in the equine species.
- d. Veterinary Member – Any Doctor of Veterinary Medicine.

### **Section 2 – Dues and Benefits**

The Board of Directors shall establish the amount of annual dues for each category of membership and may grant reductions or exemptions from payment of dues under special circumstances. The Secretary/Treasurer shall mail a dues expiration notice to each member annually in accordance with the policies of the Board of Directors.

Further the Board of Directors shall establish a member's benefits package for members in good standing and shall provide information about this benefit package to the membership by member class on a regular basis.

### **Section 3 –Membership Status**

The Secretary/Treasure shall maintain the appropriate records to establish standing as necessary.

#### **A. Members in Good Standing**

- a. Shall have all rights and privileges accorded to their membership category.
- b. Shall have paid their required dues in full on or before their due date.
- c. Have completed and documented to the Guild with their annual dues a minimum of 10 Certified Education Units (C.E.U.) approved by the Guild in each calendar year. Educational Institutions and Associate Members are exempt from this requirement.

#### **B. Members not in Good Standing**

- a. Shall have their rights, privileges, and membership benefits in the Guild suspended.
- b. May reinstate their status to good standing by paying all accumulated past dues, unless granted an exception by the majority vote of the Board of Directors.
- c. Must complete and document to the Guild 10 C.E.U. as approved by the Guild for each year the person was not in good standing.

### **Section 4 - Disciplinary Proceedings**

- A. Any applicant or member may be subject to denial of membership, cancellation of membership or disciplinary action upon a two-thirds majority vote of the Board of Directors pursuant to a recommendation to take such action from the Professional Conduct and Ethics Committee. However, no applicant or member shall be deprived of membership without first being granted the opportunity to appeal the decision of the Professional Conduct and Ethics Committee to the Board of Directors. Failure to appear, or to have a legal representative appear, before the Board of Directors at the time and place appointed by the Board will cause forfeiture of the right to appeal.
- B. Examples of circumstances, which may constitute grounds for denial, cancellation of membership or disciplinary action include, but are not limited to:

- a. Failure to report action taken against any license or licenses held by the applicant/member of a regulatory agency on the Guild of Professional Farriers application/renewal form;
- b. Action against an applicant's/member's license or licenses by a regulatory agency in the form of fines, probation, suspension or revocation;
- c. Action taken by organizations governing horse shows, sales and equine events and breed registries in relation to the practice of farriery;
- d. Adjudicated acts of fraud, misrepresentation, deceit or animal cruelty;
- e. Violations of the Ethical and Professional Guidelines of the Guild as recommended by the Professional Conduct and Ethics Committee based on an application review or a complaint submitted by either another Member;
- f. Any other reason that the Professional Conduct and Ethics Committee believes, in its discretion, warrants denial or cancellation of membership or other disciplinary action.

C. All members of the guild by virtue of their continuing membership agree to be bound by these bylaws and forever release the Guild from any further legal action outside those proceedings provided for in these bylaws.

### **Section 5 - Distinguished Life Members**

The Presidents Advisory Council may nominate voting members who have made outstanding contributions to the Guild over their career. The council shall enumerate the outstanding contributions and present them in writing with their nomination to the Board of Directors. Should the Board of Directors approve council's nomination, the honor of Distinguished Life Member shall be ceremoniously presented with the "contributions to the Guild" enumerated to the membership at the next annual meeting. Distinguished Life Members shall be exempt from dues payment.

### **Section 5 - Honor Roll Members**

Voting members who have reached the age of 65 years and have maintained a record of 10 years of membership in good standing shall be designated Honor Roll Members. Honor Roll Members shall be exempt from dues payment.

### **Section 6 - Waiver of Dues**

The Board of Directors may excuse the following members from payment of dues.

- a. A member for whom the payment of dues would be a financial hardship by reason of physical disability or illness.
- b. Retired status will be granted to requesting individuals who have been GUILD members for a period of at least ten years and who are no longer employed in the practice of farriery. This is not to be confused with Honor Roll status. Retired status entitles the member to a significant reduction in dues. Members requesting this category will receive the GUILD newsletter and the right to purchase other GUILD products and services at member rates.
- c. A member who certifies permanent disability and can no longer engage in farrier activity as an occupation.
- d. A member who the Board of Directors determines should be granted dues-exempt status because of extenuating circumstances.

## **ARTICLE III – ELECTION OF OFFICERS AND DIRECTORS AT LARGE**

### **Section 1 - Eligibility**

Only members in good standing with the credentials of RMF, RJF or RF shall have the privilege of holding elected office.

### **Section 2 - Slate**

The Election Committee shall prepare and present a slate of nominees for the all elected offices. Nominations for office may be submitted by any voting member and do not require a second. The last day nominations may be submitted will be September 30<sup>th</sup> of even numbered years.

### **Section 3 – Ballots**

Ballots with enclosed candidates' statements will be mailed to voting members on December 1<sup>st</sup> on any even numbered year. All ballots returned by mail must be post marked by January 15<sup>th</sup> of the odd numbered year. All ballots will be kept sealed until the night before the annual meeting of the odd numbered year. The election committee shall meet the evening before the annual meeting in an odd numbered year and count those ballots. There must be five members present for votes to be opened and counted. To insure the five member requirements is met the Election Committee Chair is authorized to select replacement committee members prior to the count but must inform the President of the need for ad hoc selection and allow the President time to review the selections with the remaining members of the Board. The Board by majority vote may exclude an ad hoc appointment and require the Election Chair select another member. The last item on the odd numbered year annual meeting agenda shall be the election of officers. Any voting member may turn in a ballot at that time providing that they had not already mailed

one in and the election committee will add the vote to those already counted and announce the results.

#### **Section 4 - Tenure**

Term of elected office shall begin after the adjournment of the annual meeting of each odd numbered year and shall continue until the adjournment of the next annual meeting in an odd numbered year or until successors to the offices have been duly elected and installed.

### **ARTICLE IV – DUTIES OF OFFICERS**

#### **Section 1 - President**

The duties of the President shall be:

- a. To preside at regular and special meetings of the Guild;
- b. To coordinate and supervise activities of the Guild, including liaisons;
- c. Act as the spokesman for the Guild of Professional Farriers.

#### **Section 2 – Vice-President**

The duties of the Vice-President shall be:

- a. To preside at regular and special meetings of the Guild in the absence of the President;
- b. To assume the duties of the office of President in the event that the President is incapable of performing his duties or that the office is vacated;
- c. Perform such other tasks as assigned by the President.

#### **Section 3 – Registration Chairman**

The duties of the Registration Chairman shall be:

- a. To serve as Chairman of the Registration Committee;
- b. Serve on the Body Of Knowledge Committee.

#### **Section 4 – Secretary/Treasurer**

The duties of the Secretary/Treasurer shall be:

- a. To act as custodian of all the assets and records of the Guild.
- b. Disbursing monies from the general fund;
- c. Paying all expenses of the Guild subject to the direction of the Board of Directors;

- d. Maintaining a file of all vouchers and invoices accompanying them for a period of not less than seven years;
- e. Depositing all monies in the name of the Guild in an institution approved by the Executive Committee.
- f. To invest reserve funds in accordance with policy approved by the Board of Directors.
- g. To make a detailed report of the financial status of the Guild at each annual meeting of the Board of Directors and at such other times as the Board may request.
- h. To serve as chair of the Finance Committee.
- i. To turn over all funds, properties under his custodianship and records to a successor.

### **Section 5 – Immediate Past President**

The duties of the Immediate Past President shall be:

- a. To assist the incoming President in transition into that office.
- b. To serve as chairman of the President's Advisory Committee.

## **ARTICLE V - BOARD OF DIRECTORS**

### **Section 1 – Structure**

The Board of Directors shall consist of the officers, immediate past president, the registration chairman, two directors at large, one non-member director and one practicing equine veterinary director.

Should a Board position become vacant for any reason, including but not limited to, removal, death or voluntary resignation, the Board of Directors shall instruct the Election Committee to propose two replacement directors, from which the Board shall chose one.

Selection of the non-member director and practicing equine veterinary director will be ratified by the Board of Directors following the presentation of a single candidate for each position by the Presidents Advisory Council at the first Board of Directors meeting following any bi-annual election.

### **Section 2 - Term**

Board Members at Large will be elected in odd numbered years and serve a term of two years, in accordance with Article III of these Bylaws.

The non-member director and the veterinary director will serve a two-year term and will be full voting members of the Board of Directors.

### **Section 3 – Duties**

- a. The Board of Directors is the governing body that establishes direction, sets policy and provides leadership oversight.
- b. The property, affairs and fiduciary health of the Guild shall be managed and controlled by the Board of Directors.
- c. The Board of Directors may conduct meetings in person, via telephone, or electronic communication, whichever the Board of Directors in its discretion deems is most appropriate, provided all members of the Board of Directors have the required access.
- d. The Board of Directors shall ensure that the Guild has a viable strategic plan, monitor its implementation and ensure that expenditures support the Guild's strategic objectives and missions.
- e. The Board of Directors shall provide direction, empowerment and oversight to any Guild staff and volunteer committees.

### **Section 4 – Member at Large Eligibility Requirements**

To be eligible for election to the Board, a member must have been a Guild member for a minimum of five consecutive years, AND within the past ten years:

- a. Be an authorized RMF, RJF or RF,
- b. Chaired a committee or taskforce OR served as the primary facilitator of a forum OR served on a minimum of two committees OR served on a minimum of two taskforces OR served on one committee and one taskforce.

### **Section 5 – Board Meetings**

The Board of Directors shall meet at least one per month. The President shall schedule the meeting and notice the members and committee chairs of the date and time one week in advance of each meeting and said notice shall include the meetings agenda and any documents needed for review.

Special meetings of the Board may be called at any time on one day notice by the President or by a majority vote of the members of the Board who will request that the Secretary/Treasure notice the meeting if the President is not available.

## **ARTICLE VI – MEMBERSHIP MEETINGS**

### **Section 1 – Annual Membership Meeting**

There shall be an annual meeting of the membership. The Board of Directors shall decide the place, date and duration of the annual meeting and announce it to the membership no less than 90 days prior to the set date.

## **Section 2 - Quorum**

The membership present at a duly called meeting shall constitute a quorum for the transaction of business.

## **Section 3 – Special Meetings**

Special meetings of the Guild may be called upon a majority vote of the Board of Directors, or upon written and signed petition of a majority of the voting members. Notice of such special meetings and their purpose shall be given to all members at least 30 days before they are to be held. The business of a special meeting shall be limited to the purpose for which it is called.

## **ARTICLE VII – COMMITTEES**

### **Section 1 – Establishment**

Other than the standing committees in this Article the Board of Directors is solely responsible for the establishment of committees. When a committee is established the Board of Directors shall define the committee's purpose, the term of its existence and its duties. Each committee shall develop and submit a policy manual governing the committee's operation for approval by the Board of Directors.

### **Section 2 – Appointments**

Unless otherwise provided in these bylaws, the Board of Directors shall select the Chairman of each committee and the Committee Chairman shall develop a list of committee members and present that list to the Board for final approval.

Committee Chairs and Members shall serve for a term of two years and may be reappointed.

- a. A member shall be limited to two committee appointments and may chair no more than one. The foregoing restrictions do not apply to elected officers and past presidents who, by virtue of their office, may serve on several committees.
- b. The President is an Ex-Officio member of all committees unless noted in the committee's authorization.
- c. Committee membership shall be limited to three consecutive terms. Bi-annual renewal is subject to the recommendation of the chairman. In special circumstances, reappointment can be made by the Board of Directors for an additional term, but shall not exceed three additional terms,, subject to the approval of a two-thirds majority of the Board of Directors.
- d. Members rotating off the committee are eligible for reappointment to the same committee after a two-year absence.

- e. Tenure of the committee chairman shall be limited to four years regardless of the number of years served as a Committee Member.
- f. Each appointed committee chair must be a RMF, RJF, or RF.
- g. Unless otherwise noted the Committee Chair must develop a slate of committee members and submit it to the Board of Directors for approval at the first Board meeting after their appointment. Any guild member may serve or any committee unless otherwise noted.
- h. Subject to approval by the Board of Directors, a committee chairman may appoint special scientific, technical, or academic advisors to serve on any committee. Special Committee Advisors may include engineers, educators, chemists, biologists, or other professionals holding an accredited 4-year or higher college degree and substantial experience in their respective field of expertise. Advisors may serve on multiple committees where their expertise may be needed. Special Committee Advisors shall not be required to pay membership dues.
- i. The Exiting Board of Directors shall develop a slate of nominations for Committee Chairmen recommendations to the new Board of Directors prior to the annual meeting with nominations to be made following the annual meeting of any given election year.
- j. Each chairman shall keep minutes of all meetings and submit a written report to the Board of Directors for the Annual Membership Meeting that reflects continuous attention to the committee's area of responsibility throughout the year. Reports shall include:
  - a) Date of committee meetings
  - b) Names of members attending
  - c) Names of members absent
  - d) Information worthy of dispensing to GUILD members
  - e) Actions and programs recommended for Board of Directors consideration, including an estimated budget for the implementation of those actions or programs.

These reports shall be delivered to the Secretary/Treasure 30 days prior to the Annual Membership meeting. The meetings of all committee meetings shall be forwarded to the Secretary/Treasure for permanent retention in the Guild Archives.

## **Section 2 - Finance Committee**

### **A. Duties and Responsibilities**

- a. To advise the Board on financial matters, including investments, budgets and capital expenditures
- b. To review monthly, quarterly and annual financial statements.

- c. To develop and update budgets that reflect the short- and long-term needs of the Guild.

**B. Committee Members**

- a. The chairman of the Finance Committee shall be the Secretary/Treasurer.
- b. The Vice President shall serve on the finance committee.
- c. One non-officer, currently serving board member shall be selected by the Board of Directors to serve on the committee.
- d. One voting member shall be selected by the Board of Directors to serve on the committee.
- e. One non-voting member shall be selected by the Board of Directors to serve on the committee.

**Section 3 – Election Committee**

**A. Duties and Responsibilities**

- a. To develop a slate of candidates for the offices of President, Vice President, Secretary/Treasurer and two Board Members at Large
- b. Administer elections in accordance with Article I of these bylaws.

**B. Committee Members**

- a. The Immediate Past President shall be the committee chairman.
- b. The Chairman shall appoint two Past Presidents who are members in good standing and two at large members from the voting membership in good standing to serve on the committee.
- c. If for any reason a Past President is unable to serve on the election committee, the Board of Directors shall select a substitute committee member from the voting membership.

**Section 4 - President's Advisory Council**

This council is made up of all living Past Presidents of the Guild who remain members in good standing. They shall study specific problems as requested by the President and other matters that might affect the future of the Guild or the farrier profession, and report their findings and recommendations to the President.

**Section 5 – Professional Conduct and Ethics Committee**

The Professional Conduct and Ethics Committee shall develop and recommend a code of conduct and professional ethics to the Board of Directors. Once adopted the committee shall be responsible for reviewing all

reports of violations of conduct, for recommending action on reports to the Board and for recommending updates to the code as needed. The Chairman of this committee shall be nominated from among the members serving on the Board of Directors. Only RJF and RMF members are eligible for appointment to this committee.

### **Section 6 – Body of Knowledge Committee**

The Body of Knowledge Committee shall be responsible for developing and documenting the body of knowledge required for the practice of farriery and will be responsible for developing the Guild's criteria for academic accreditation.

The committee will be responsible for establishing and reviewing the Guilds approved scientific method. Each element included in the body of knowledge shall be searchable by anyone via the Guild's official website and have the following criteria applied;

- a. Each element will be labeled as Observation, Theory or Tested Theory;
- b. The method of establishing the element as a scientifically Tested Theory will be described;
- c. The Registration level in which the element is considered required knowledge shall be established;
- d. All documentation regarding the element in the Guild's possession shall be included and cross-referenced in the Guild's online catalog.

### **Section 7 – Registration Committee**

The Registration Committee shall be responsible for nominating the Registration Chairman for each term of office with the two-year term starting immediately after the Annual Membership Meeting in an election year. The Chairman must be a member of the Registration Committee. The Board must approve all members of the Registration Committee.

The Registration Committee shall:

- a. Develop and maintain comprehensive examinations for each level of the Guild's registration credentials;
- b. Develop, maintain and notify the membership of C.E.U. requirements and shall be responsible for approving C.E.U. providers;
- c. Recruit and train Guild Examiners who shall also serve as members of the Registration Committee.

### **Section 8 - Ad Hoc Committees**

Ad Hoc committees are to be established, modified and dissolved by resolution of the Board of Directors. Each resolution shall define the duties, composition, tenure and reporting requirements of each Ad Hoc committee.

## **ARTICLE VIII – COMPENSATION AND LIABILITY**

### **Section 1 – Compensation**

Board of Directors and committee members shall not receive compensation for their services to the guild in their elected or appointed role. However, they may be reimbursed for reasonable travel and other expenses incurred in transacting Guild business.

### **Section 2 – Liability**

The Guild may, by resolution of the Board of Directors, provide for indemnification by the Guild or any and all of its directors or officers or former directors or officers against expenses actually and necessarily incurred by them in connection with the defense of any action, suit or proceedings in which they or any of them are made parties, by reason of having been directors or officers of the Guild, except in relation to matters as to which such director or officer or former director or officer shall be adjudged in such action, suit or proceedings to be liable for negligence or misconduct in the performance of duty and to such matters as shall be settled by agreement predicated on the existence of such liability.

## **ARTICLE IV – CHAPTERS**

The Guild recognizes that member representation, education and services must be coordinated at the local level. To facilitate this goal the formation of associations at the state level is authorized. There shall be only one association representing each state and all of the members of the state association must be members of the Guild of Professional Farriers. State associations must submit a request to the Guild to form a state chapter. The Guild's Board of Directors must approve their articles of incorporation and bylaws. In states with geographic challenges the states chapters are encouraged to form regional chapters to allow for more local involvement.

## **ARTICLE X – AMENDMENTS**

These Bylaws can be amended only by a 2/3 of the voting members present at any meeting of the Guild, provided the proposed amendment has been submitted to and approved by the Board of Directors and presented in writing to the membership at least thirty days prior to the meeting.

## **ARTICLE XI – DISSOLUTION**

In the event that the Board of Directors should vote to dissolve the Guild, any proceeds from the dissolution shall be donated to a non-profit (IRC Sec 501(c)) organization for the purpose of research on equine hoof care.

## **ARTICLE XII – INITIAL PERIOD PROVISIONS**

The following Provisos will take effect upon adoption of these bylaws and shall expire as noted in each proviso. When all of the Provisos have expired this section shall automatically be stricken from the bylaws.

### **Section 1: Prior RJF Credential Exception**

Credentials issued by the unincorporated Guild of Professional Farriers are not subject to the five-year use restriction as defined in Article I Section 1. However, unless those holding these credentials are in fact members in good standing in accordance with the requirements of these bylaws they will not be listed in the public registry nor will they receive referrals from the guild.

### **Section 2: Board of Directors Member at Large Eligibility**

Article IV Section 5 section is suspended until the nominations occurring in the year 2016. This proviso shall then be automatically stricken from the Bylaws.

### **Section 3: Reciprocity**

The Guild will continue the policy of allowing AFA CJF's and any member of the Worshipful Company of Farriers to join the Guild as an RJF without having to submit to the RJF examination process. However, upon request by the Registration Chair applicants can be required to submit documentation of four years of consecutive full time practice as defined in Article VIII, Section 3 E. This provision shall apply to AFA CJFs through December 31, 2010, and to WCF members through December 31, 2011. On January 1, 2012 this Section will be deleted from the by-laws.

### **Section 4: Board Amendments to the By-laws**

Amendments to these by-laws may be adopted by a two-thirds vote of the Board without the approval required in Article X until the close of the 2011 Annual Meeting of the Guild membership. Upon adjournment of that meeting, this provision will be deleted from the by-laws