

## MEMORANDUM

**FROM:** Tim Lohrentz, Equity Lead, Link21 Program, BART  
**TO:** Equity Advisory Council (EAC)  
**CC:** Link21 Equity Team (Staff and Consultants)  
**DATE:** December 3, 2024

### **SUBJECT: PROPOSED BYLAW CHANGE: MEETING FREQUENCY**

The current bylaws call for EAC meetings every other month. As we have experienced this year, the need for EAC meetings will fluctuate and did not meet this expectation. It is not uncommon for large programs to advance at varying speeds and for this reason we are requesting a change in the bylaws to allow for fewer meetings. The proposed language identifies between two and six EAC meetings per year.

The bylaw item proposed to be changed is 2.2.1, the first sentence. The language follows:

#### **2.2.1 Meetings and Participation and Expectations**

Meetings will be held virtually via videoconferencing ~~every other month~~ for up to three hours **between 2 and 6 times annually**.

Language without red-line: "Meetings will be held virtually via videoconferencing for up to three hours between 2 and 6 times annually."

According to the Bylaws, in order to change the Bylaws, a  $\frac{3}{4}$  majority of standing members must vote for the bylaw change. Based on the current membership of 17, a  $\frac{3}{4}$  majority would be 13 votes in the affirmative.