

BY-LAWS OF THE CENTRAL ADVISORY COUNCIL

ARTICLE I

Offices

- 1.1 The registered office shall be established and maintained at such location as may from time to time be determined by the Central Advisory Council, hereinafter referred to as the CAC, but all such locations shall be within the City of Chicago.

The Central Advisory Council shall name an agent (Chairperson of the CAC) upon whom all communications, notices or judicial papers may be served from time to time, and shall cause the name and address of such agent to be filed with ("CHA") Chicago Housing Authority and ("HUD") The United States Department of Housing and Urban Development.

ARTICLE II

Purpose of the Central Advisory Council

The purpose of the Central Advisory Council is:

- 2.1 To engage in any lawful act or activity for which tenant organizations may be organized, without limiting in any manner the scope and generality of the foregoing, the nature of the activities or purposes to be conducted or promoted by the Central Advisory Council include:
- 2.2 To act for and on behalf of the residents who live in public housing owned, managed, or otherwise controlled by the CHA and includes those impacted residents temporarily residing in Section 8 housing as referenced in and provided for in the CHA's "Relocation Rights Contract" (RRC) or any successor to it. The CAC shall also advocate for residents of CHA mixed-income developments.
- 2.3 To take such steps or actions as may be necessary to effect change in rules, regulations, practices or policies of the CHA if such rules, regulations, practices or policies are found to be unfair or inequitable to residents of the development, Scattered Sites, Senior Housing, or Mixed Finance Housing, Public Housing owned, managed, or controlled by CHA. To take such steps as may be necessary for the protection of the life or property of CHA residents, all within the framework of existing laws and lawful regulations.
- 2.4 To engage and include any resident leadership all activities, changes, alterations with the leadership(CAC/LAC) of that development of that CHA development that will promote the educational, cultural and economic welfare of residents who reside in public housing, senior housing, scattered sites and mixed finance housing owned, managed or otherwise controlled by CHA and impacted residents temporarily residing in Section 8 housing as referenced in the (RRC); and to disseminate information to CHA residents advising them of their rights under existing housing laws, federal, state or local.

- 2.5 To acquire, own, hold, use, lease, mortgage, pledge, sell, convey, or otherwise dispose of and deal in, lands, leaseholds, and any interests, estates, and rights in real property, any personal or mixed property, and any tangible or intangible property, legal or equitable. To receive and accept donations, gifts, grants, or otherwise, and to hold title to and to otherwise dispose of personal and real property necessary to carry out the purposes herein defined.
- 2.6 In general, to possess and exercise all the powers and privileges granted by the State of Illinois to not-for-profit corporations in general, together with any powers and privileges necessary or convenient to the conduct, promotion, or attainment of the purposes of the Central Advisory Council.
- 2.7 To negotiate, agree upon and execute contracts, agreements or other binding relationships, on-behalf of residents who reside in public housing owned, managed or otherwise controlled by the CHA to include impacted residents temporarily residing in Section 8 housing as referenced in the (RRC).
- 2.8 To engage the services of competent persons in areas where its own membership lacks the necessary qualifications and to further employ such other persons as may be necessary to carry out the purposes herein defined.
- 2.9 To establish such rules and regulations for the operation of its organization.
- 2.10 To act as an arbitrator between conflicting views and actions of Local Advisory Councils if the issues cannot be resolved at the local level.
- 2.11 To determine upon hearing whether the demands of a Local Advisory Council, hereinafter referred to as a LAC, are in harmony with the overall good and welfare of residents in public housing owned, managed, or otherwise controlled by CHA to include impacted residents temporarily residing in Section 8 housing as referenced in the (RRC) and to issue in that instance formal directives binding upon such LAC.

ARTICLE III

Membership

- 3.1 Membership - The membership of the CAC Board of Directors shall consist of the LAC Presidents duly elected by residents of public housing owned, managed, or otherwise controlled by the CHA, including residents in mixed finance housing. In the absence of the LAC President, persons elected as LAC Vice-Presidents, Secretaries, and Treasurers, in that order, shall exercise all the power and duties of the LAC President while serving in place of the LAC President.
- 3.2 CHA Developments - A CHA Development is an aggregate of public housing buildings or units owned, managed or otherwise controlled by the CHA, or managed by CHA residents. CHA Developments include family public housing, senior public housing, scattered sites, and mixed finance housing.

- 3.3 Alternates - In the event of the death, resignation, removal, absence, incapacity, unwillingness to serve on the LAC Board, the duly elected President of the LAC may be replaced in succession and in the following order by the LAC Vice-President, the LAC Secretary, and the LAC Treasurer. In the event that no LAC Officer is willing or able to take over the position of LAC President, and there is more than one year until the next CAC/LAC election, then the CAC will supervise and conduct a special election to elect a new LAC President for the CHA Development..
- 3.4 In the event of the death, resignation, removal, absence, incapacity, or unwillingness to serve on the CAC Board, a member of the CAC Board may be replaced on the CAC Board with the LAC Vice President, LAC Secretary, or LAC Treasurer, in that order, until the regular election of the position is conducted. In the event that no LAC Officer is willing or able to take over the position of LAC President, and there is more than one year until the next CAC/LAC election, then the CAC will supervise and conduct a special election to elect a new LAC President for the CHA Development
- 3.5 Qualifications-for Officers and Representatives of LAC -All LAC Officers and Representatives, and all Building, Block or Area Council Officers, must satisfy the following qualifications:
- They must be duly elected as representatives to the LAC;
 - They must be at least 18 years of age at the time of the election;
 - Their name must appear on the CHA public housing lease;
 - They must be lease compliant;
 - They must have at least six consecutive months of residency at the LAC Development in which they are running for office;
 - They shall not have been convicted of any of the crimes outlined in Section 7.4 during the time periods outlined in Section 7.4;
 - They shall secure a nomination petition in such form as the Election Committee shall determine.
 - They cannot have been removed from office for any of the reasons in Section 7.4

Qualifications for Officers and Representatives of CAC - Officers and Directors of the CAC shall meet the same qualifications as Officers of the LAC.

- 3.6 Nominating Petitions - Each candidate for LAC Officer must obtain signed nominating petitions to run for office. The number of unique signatures that a LAC Officer needs to be an eligible candidate is equal to ten percent of the public housing units in the relevant LAC Development. To satisfy this signature requirement, a candidate must obtain signatures from different adult public housing residents

named on a CHA lease and residing in the relevant LAC Development. Candidates are permitted to obtain signatures from multiple adult residents living in the same public housing unit.

Each candidate for LAC Representative must obtain signed nominating petitions to run for office. The number of unique signatures that a LAC Representative needs to be an eligible candidate is equal to ten percent of the public housing units in the relevant building, block, or area. To satisfy this signature requirement, a candidate must obtain signatures from different adult public housing residents named on a CHA lease and residing in the relevant building, block, or area. Candidates are permitted to obtain signatures from multiple adult residents living in the same public housing unit.

- 3.7 Term of Office -All LAC Officers and Representatives and all CAC Board members are elected for a three (3) year term expiring three years after the board members are elected.
- 3.8 The following are mandatory meetings that CAC members must attend: the monthly CAC board meeting and monthly LAC meeting. If any CAC member misses more than three (3) consecutive mandatory meetings without sending another LAC Officer or Representative or without good cause (e.g., a medical emergency), then he or she may be removed from the CAC Board and replaced with that LAC's Vice-President, Secretary, or Treasurer, in that order. After the second consecutive missed meeting, the CAC Chairperson will send the CAC member a letter warning him or her of the missed meetings via certified mail and e-mail.
- 3.9 CAC Board members who have a 501(c)(3) and/or who receive individual contributions are required by the IRS to file 990 returns and maintain all information and receipts as required by federal law.

ARTICLE IV

- 4.1 Building, Area or Block - A building, area or block is a group of at least 25 residential public housing units that are in geographic proximity to each other in developments owned, managed or otherwise controlled by CHA. The geographic boundaries of all buildings, areas, and blocks shall be determined by the CAC. The LAC shall have the power to reasonably request that the CAC pursue a change of the boundaries of the building, area or block if necessity or expediency warrants.
- 4.2 Building, Area or Block Resident/ Council(s) - Each building, area or block shall be represented on the LAC Board by one or more elected representatives as follows: A building, area or block with twenty-five (25) residential units shall have one representative and for each additional twenty-five (25) residential units or fractional part thereof, each building, area or block unit shall be entitled to an additional representative. The LAC shall represent the interests of all residents in its

development, even those residents of a building, area, or block that do not elect a representative.

- 4.3 If a LAC is not operating properly in accordance with these By-Laws, its residents may request representation from the CAC. The CAC Board shall collectively represent the interests of the CHA residents of a development that do not elect an LAC.

ARTICLE V

Elections

- 5.1 Elections - There shall be an election of LAC Officers and Representatives and building, area or block council representatives scheduled and held every three (3) years by the Central Advisory Council. The election shall be scheduled and conducted on a date in the Summer/Fall of the last year of the current term that allows sufficient and adequate time to complete the election process so that the CAC Board and Local Advisory Council boards are operational by October 31. For a LAC election to be considered valid, at least five (5) members must be elected at the development. Building, area, and block councils may elect less than five members and still have a valid election.
- 5.2 Persons Entitled to Vote - Any CHA resident-lessee and all other authorized adult residents who are shown on the residential lease shall be entitled to vote. Live in aids and their adult children are not entitled to vote.
- 5.3 List of Voters - The election contractor or other designee shall receive from CHA a complete list of all the persons entitled to vote in such election. Such list shall be arranged by area, block, building and unit and shall show development and the apartment number of each resident-lessee, and whether the resident lives in a scattered site, senior or family public housing unit.
- 5.4 Notice of Election - The CAC, the election contractor, or the CAC Election Committee's designee will notify each LAC and each public housing resident that an election is being held and explaining any significant election rules.
- 5.5 Election Committee - The CAC shall appoint an Election Committee that will establish rules for the LAC and CAC elections. Election Committee members who run for election in the year that they serve on the Election Committee must withdraw from the Committee on the date the election petitions are circulated. The Election Committee will be composed of no more than five individuals who have knowledge of CAC and LAC election procedures and not more than two individuals who are running for election in the year that they serve. The individuals selected for the Election Committee shall be selected from the following process. The CAC Board will select up to five individuals to serve on the Election Committee and up to two individuals as alternates, in case the individuals originally selected cannot serve on the Election Committee for any reason. The Election Committee shall have jurisdiction, which may be delegated to the contractor conducting said election, to hear all challenges and contests arising out of a LAC or CAC election. The Election

Committee shall in addition set up rules and regulations for the conduct of any elections at the building, block, or area level. The Committee reports to the Executive Committee of the Central Advisory Council. A CAC attorney and CHA staff member may sit in on all Election Committee meetings. A separate Evaluation Committee selected by the CAC Board shall have the power to retain competent agencies to directly conduct or otherwise supervise any of said elections. No resident running for election may sit on the Evaluation Committee.

- 5.5.1 Election of CAC Officers - Officers of the *CAC* are elected by a majority vote of the newly elected LAC Presidents in attendance at a meeting scheduled and conducted by the Election Committee. Such meeting shall be held before the new term begins. The Committee may delegate the ministerial acts of the *CAC* election to the election contractor. The Election Committee establishes and approves the written nomination form and the complete process for the election of *CAC* Officers including, but not limited to, the time allowed for nomination speeches, authorized attendees, the monitoring, ballot tabulation, and certification of the elected officers.
- 5.6 Procedures to Fill Vacancy - In the event of a LAC President's death, resignation, removal, absence, incapacity, or unwillingness to serve on the *CAC* or LAC Board, the LAC Vice-President, the LAC Secretary, and the LAC Treasurer, in that order, shall succeed to the position of LAC President and act in his or her place. In the event that no LAC Officer is willing or able to take over the position of LAC President, and there is more than one year until the next *CAC/LAC* election, then the *CAC* will supervise and conduct a special election to elect a new LAC President for the CHA Development
- 5.7 Filling of LAC Officer(s) Position(s) in the Event There is No Valid LAC Election - If, after a citywide LAC election, less than five (5) members are elected to the LAC, the election is invalid and must be conducted again by the *CAC*. The replacement election shall be conducted by the *CAC* within 30 to 90 days of the original election.
- 5.8 Replacement Elections - In the interest of fairness, some of the qualifications to run in replacement elections may be waived by the *CAC* consistent with federal regulations except that no waiver shall be granted for the prohibition of criminal conviction as detailed in Section 8.3.1 and 7.4.

ARTICLE VI

Board of Directors of the CAC

- 6.1 Membership - The Board of Directors of the *CAC* shall consist of the duly elected LAC Presidents of each development.
- 6.2 Meetings - The Board of Directors of the *CAC* may hold meetings, both regular and special, at any predetermined place within Chicago, Illinois. The third party responsible for the election shall send a notice to all newly elected LAC Presidents informing them of the location and time of the first *CAC* meeting. Regular meetings of the Board of Directors may be held with notice at such places and times as shall be determined from time to time by resolution of the Board. There shall be one

mandatory regular meeting each month at a specified day, time and place. Special meetings of the Board of Directors may be called by the Chairperson or by any three (3) directors upon 48 hours' notice given in writing and by telephone call Monday through Friday.

- 6.3 .1 Substitutes - If a LAC President is unable to attend a CAC meeting(s), the Vice-President, Secretary or Treasurer, or other LAC Board member must be designated and authorized by the LAC President to represent the Local Advisory Council. At the meeting the designee shall exercise all the power and duties of the absent LAC President.
- 6.4 Compensation - CAC Directors may be paid for reasonable expenses incurred, if any, as a result of attendance at meetings of the CAC Board. No such payment shall preclude any director from serving the CAC in any other capacity and receiving compensation thereof. No CAC Director shall use CAC funds for personal purposes, including, but not limited to, postage for electioneering materials.
- 6.4.1 Stipend- CAC Directors may be provided stipends for serving as LAC Presidents. The stipends shall not exceed two-hundred dollars per month per Director.
- 6.5 Quorum - A majority of the CAC Board shall constitute a quorum to transact the business of the CAC. A majority of the number of LAC Representatives shall constitute a quorum to transact the business of the LAC. A majority of the representatives of the building, area, block, shall constitute a quorum to transact the business of the building, block and area council.
- 6.6 Powers - The Board of Directors shall conduct all of the business of the CAC. The acts, resolutions or recommendations of all committees shall become effective upon approval of a corresponding resolution of the Board of Directors.
- 6.7 Resignations - Any CAC Director, member of a CAC committee, or CAC Officer may resign at any time. Such resignation shall be made in writing, and shall take effect at the time specified therein, and if no time be specified, at the time of its receipt by the Chairperson or Secretary. The acceptance of a resignation shall not be necessary to make it effective.
- 6.8 Committees - The Board of Directors may, by resolution passed by a majority of the CAC, designate one or more committees. Each committee shall consist of one or more of the Directors and any other individuals the CAC may choose to appoint. Any CAC committee, to the extent provided by these By-laws and in the resolution, may exercise the limited powers and authority in the management of the business and affairs of the CAC.

If a committee member is absent or disqualified from (a) committee(s), the member or members thereof present at any meeting and not disqualified from voting, whether or not they constitute a quorum, may unanimously appoint another member of the Board of Directors to act at the meeting in the place of any such absent or disqualified member(s) for that day only. Each committee shall keep regular minutes of the meetings and report the same to the CAC Board of Directors

when required. No committee action or recommendation becomes effective unless and until adopted by the CAC Board of Directors.

The CAC shall establish the following committees:

- A. Property Management/ Tenant Relations
 - B. Procurement/Contracts/ Section 3
 - C. Security
 - D. Intergovernmental Affairs
- 6.8.1 Chairperson of the Committee - Each committee shall be headed by the Chairperson thereof. The committee will elect its own chairperson and submit their name to the Executive Committee.
- 6.8.2 Executive Committee -An executive committee shall be established. This committee shall consist of no less than four elected officers of the CAC and may also include such additional members of the CAC as chosen by the Chairperson of the CAC.
- a. Meetings - All executive committee meetings shall be held at the CAC with regular meetings scheduled two weeks before the monthly CAC meeting. Special meetings may be called by the Chairperson upon three (3) days notice.
 - b. Duties - The executive committee shall suggest items for the agenda for the monthly CAC Directors meeting, review and approve the plans of all committees, transact such other business as is required, including the referral of recommendations for CAC Board approval, and to report from time to time to the CAC at its regular meeting.

ARTICLE VII

CAC Officers

- 7.1 Officers - The Officers of the CAC shall be elected by the CAC Board of Directors from its membership. The Officers shall include a Chairperson, a Vice-Chairperson, a Secretary, and a Treasurer. There also shall be a Senior Representative or a 5th person, that if not elected shall be appointed by the Executive Committee. The officers shall be elected at a special meeting for such purpose or at the first meeting of the Board after each election as detailed in Section 5.1. The offices shall be held by different persons.
- 7.2 Other Officers and Agents - The CAC may appoint such other officers and agents, who shall hold their office for such terms and shall have such powers and perform such duties as shall be determined from time to time by the Board of the CAC.

- 7.3 Past Presidents/Presidents at Large - Past Presidents/Presidents at Large are those who last served as an LAC President before the CHA development was closed. Past Presidents/Presidents at Large are to represent former CHA residents who have a right to return to CHA housing until the Plan for Transformation takes place or the development process is completed at all CHA sites. Past Presidents can introduce issues to be voted on by the Board. Past Presidents cannot vote at CAC Board meetings.
- 7.4 Tenure and Removal - The Directors of the CAC shall hold office until their successors are elected. Any Director may be removed, and such removal action shall be initiated by a petition as described in 7.5 below.

A removal action may be initiated by a petition that a CAC Director engaged in the following:

- A. illegal use of a drug;
- B. that a CAC Director, is subject to a lifetime registration requirement under any State sex offender registration program;
- C. that a CAC Director has been convicted of the manufacture or production of methamphetamine on the premises of federally assisted housing;
- D. that a CAC Director has been convicted in the last six years of a felony involving arson; child molestation; homicide; murder; attempted murder; rape; attempted rape; terrorism; or the manufacture, possession or receipt of explosives;
- E. that a CAC Director has been, within the last six years, convicted of an assault with a deadly weapon, robbery, attempted robbery, armed robbery, attempted armed robbery, trafficking, manufacturing, use and or possession of an illegal drug or controlled substance, burglary, theft, threats, home invasion, stalking, or kidnapping;
- F. that a CAC Director is found by the CAC Board to have misappropriated funds or property from the CAC or LAC.
- G. that a CAC Director has violated the ethics policy or sexual harassment policy;
- H. that a CAC Director has failed to meet or maintain the attendance requirements for mandatory meetings;
- I. that a CAC Director is not lease complaint; (Rent, Anti-Social Behavior, and Poor Housekeeping)
- J. that a CAC Director failed to maintain eligibility of serving on the CAC Board as laid out in Section 3.5; or

K. That a CAC director has abused the power of the position they hold for personal gain; And or shall never be allowed to hold CAC/LAC Office for a lifetime.

L. any other just cause

7.5 The Removal Process.

An action to remove a CAC Director may be initiated by a petition from a CAC or LAC member. All actions for removal must meet the requirements stated below

A petition for removal of a CAC Director is only valid if:

- (a) It states the specific grounds for the removal in clear and sufficient detail;
- (b) It is signed by at least 50% plus one of the CAC Board members;
- (c) It is delivered to the Secretary of the CAC with a signature by the person receiving it; and
- (d) Copies are brought to the party whose removal is sought and to all CAC Board members by certified U.S. mail, fax or email.

The removal of CAC Director or Representatives shall require a two-thirds (2/3rds) affirmative vote of the total membership of the CAC Board at an election or recall proceeding under the supervision of the Central Advisory Council. All CAC Directors shall be sent written notice of the removal action at least ten days before the recall election. Any director so removed shall be ineligible to serve as a CAC/LAC officer. If the Board member is removed, he or she will be replaced by the LAC Vice President, Secretary, or Treasurer from his or her development, in that order. (See Section 8.3 regarding removal from a LAC) The successor shall receive an additional adjusted stipend while serving as a CAC Director. Said person shall never be allowed to hold CAC/LAC officer for a lifetime.

If removal process of an officer begins with the CAC removing the individual from the Board of Directors first rather than being initiated by the LAC. Then the individual shall be removed from both since the CAC by laws governs the LAC's.

- 7.5.1 If another director is involved in the same or similar offense relied upon to remove Person from the CAC, that person cannot vote on their cohort's removal. Those who are eligible to vote should be those who did not directly benefits from the misconduct.

- 7.6 Withholding of Stipend- Any Board member that owes money to the CAC or fails to provide receipts for expenses as required, including but not limited to money for travel, PUY ("PUM funds as defined by HUD"), grant funds, or any other funds will

not be eligible to receive a stipend until all monies are paid back in full. Such Board member will have 30 days to repay the above-mentioned funds or provide receipts for such funds.

- 7.7 Chairperson- The Chairperson shall be the chief corporate officer of the CAC and shall have the powers and duties usually given the office of President/Chairperson of a corporation. Such powers shall specifically include the execution of all authorized bonds, checks, certificates, contracts and other documents in the name of the CAC, and the Chairperson shall perform such other duties and exercise such other powers as may be assigned by the CAC Board of Directors. The Chairperson shall conduct meetings of the CAC Board and the Executive Committee. The Chairperson shall have the right to call special meetings of the CAC Board with 72 hours' notice. The Chairperson may only act with the approval of the majority of the Executive Committee after all of the members of the Executive Committee are contacted by email and telephone. The Chairperson shall bring the matter before the full CAC Board as soon as practical. The CAC office staff reports to the Chairperson and periodically reports to the Board of Directors.
- 7.8 Responsibilities of the Executive Committee -The Executive Committee is to act as a liaison between the CHA and the CAC and determine issues that are to be brought before the full CAC Board with a majority of the Executive Committee voting and with all members of the Executive Committee being contacted.
- 7.9 Vice-Chairperson - In the absence of the Chairperson or in the event of his or her inability or refusal to perform the duties of the office, and as is further provided in Section 7.13, the Vice-Chairperson shall perform the duties of the Chairperson, and, when so acting, shall have all the power and be subject to all the restrictions upon the Chairperson. The Vice Chairperson shall perform such other duties and have such powers, as the Board of Directors may from time to time deem proper.
- 7.10 General Counsel - The General Counsel(s) of the CAC shall be the chief legal officer(s) of the CAC and LACs and shall advise the LACs in all matters referred to him or her through the CAC and requiring legal opinion or advise. The General Counsel (s) shall only meet with the CHA in his capacity as attorney for the CAC with notice to the CAC that such a meeting will occur. Written notice shall be given 72 hours in advance of any meeting with CHA to all of the members of the Executive Board regarding the subject matter of the meeting. The Executive Board must approve the meeting and the CAC's position that is to be communicated at the meeting.
- 7.11 Secretary - The CAC Secretary shall give, or cause to be given, notice of all CAC meetings and all other notices required by law or by these By-Laws. In the absence of the CAC Secretary, any such notice may be given by any person identified by the CAC Chairperson. The CAC Secretary shall record the proceedings of the CAC board meetings in a book to be kept for that purpose and shall perform the duties as may be assigned to him or her by the Directors. The CAC Secretary shall have the custody of the seal of the CAC and see that the seal is affixed to all instruments requiring it, when authorized by the Board of the CAC or the Chairperson and attest the same.

- 7.12 Treasurer - The Treasurer shall have charge and custody of the CAC funds and securities and shall keep full and accurate account of receipts and disbursements in books belonging to the CAC. He or she shall deposit all moneys and other depositaries in the name and to the credit of the CAC in such depositories as may be designated by the Board of the Central Advisory Council. The Treasurer shall render to the Chairperson and Board of the CAC at the regular meetings of the Board, or whenever they may request it, and account of CAC transactions and of the financial condition of the CAC.
- 7.13 Succession and Order of Offices - In the absence of the Chairperson or in the event of her or his inability to perform the job, including death, resignation or removal, or refusal to perform the duties of the office, the Vice-Chairperson shall perform the duties of the Chairperson. In the absence of the Chairpersons and the Vice-Chairperson or in the event of their inability to perform the job, including death, resignation or removal, or refusal to perform the duties of the office, the Secretary shall perform the duties of the Chairperson or the Vice-Chairperson. In the absence of the Chairperson, the Vice-Chairperson and the Secretary or in the event of their inability to perform the job, including death, resignation or removal, or refusal to perform the duties of the office, the Treasurer shall perform the duties of the Chairperson or Secretary. A Vice-Chairperson, Secretary or Treasurer, while so serving shall have all the power and be subject to all the restrictions upon the office being filled. If there is no such succession, the Directors will elect from within.
- 7.14 The CAC will be responsible for Officers Transitions. This transition will occur within 24 hours of the outcome of the election results and will take place at the CAC Corporate Office and will be monitored by the CAC General Counsel(s). The transition will include briefing on existing and planned projects, the transfer of all records, documents, accounts; and an inventory of all equipment and materials. Officers who are leaving office have the duty and responsibility for a smooth, courteous and professional transition into office for the newly elected officers; and have a legal responsibility to account for all LAC funds, and all LAC financial records and documents pertaining to said LAC funds. All bank and other financial records pertaining to the LAC must be copied to the CAC Executive Committee and the CAC financial contractor within 30 days prior to the election.

ARTICLE VIII

Officers of Local Councils

- 8.1 The Officers of the LAC shall be the President, Vice-President, Secretary and Treasurer. Officers shall have such duties and prerogatives as are detailed below. The offices shall be held by different persons.
- 8.1.1 President - The LAC President shall be the Chief Executive Officer of the LAC and shall have the powers and duties of supervision and management usually given the president of a corporation. The LAC President is required to perform at least 10 hours of volunteer activities, whether in or outside of the LAC office, per each half month as specified in the Stipend Request Form.

- 8.1.2 Vice-President - In the absence of the LAC President or in the event of his or her inability or refusal to perform the duties of the office, the LAC Vice-President shall perform the duties of the LAC President, and when so acting, shall have all the power and be subject to all the restrictions upon the President. The LAC Vice-President shall perform such other duties and have such powers, as the Board of the LAC from time to time may deem proper. The Vice-President is required to perform at least 5 hours of volunteer activities, whether in or outside of the LAC office, per each half month as specified in the Stipend Request Form.
- 8.1.3 Secretary - The LAC Secretary shall give notice of all meetings of the LAC Board and all other notices required by law or by these By-Laws. If the LAC Secretary is absent or refuses or neglects to provide the notices, then any such notice may be given by any persons chosen by the LAC President or Board. The LAC Secretary shall record the proceedings of the meetings of the LAC Board in a book to be kept for that purpose and shall perform the duties as may be assigned to him or her by the Board. He or she shall have the custody of the seal of LAC and see that the seal is affixed to all instruments requiring it, when authorized by the LAC Board or President, and attest the same. The Secretary is required to perform at least two-and-one-half hours of volunteer activities, whether in or outside of the LAC office, per each half month as specified in the Stipend Request Form.
- 8.1.4 Treasurer - The LAC Treasurer shall have charge and custody of the LAC funds and securities and shall keep full and accurate account of receipts and disbursements in books belonging to the LAC. He or she shall deposit all moneys and other depositaries in the name and to the credit of the LAC in such depositories as may be designated by the LAC. The LAC Treasurer shall disburse the LAC's funds as ordered by the LAC Board or President and prepare the vouchers for such disbursements. At the LAC's regular meetings and whenever requested by the LAC, the LAC Treasurer shall provide an account of the LAC's transactions and of the LAC's financial condition. The LAC Treasurer is required to perform at least two-and-a-half hours of volunteer activities, whether in or outside of the LAC office, per each half month as specified in the Stipend Request Form.
- 8.1.5 LAC Representative - The LAC Representatives shall assist the LAC by attending the LAC's Board meetings and other meetings as requested by the LAC President, participate in LAC committees, and distribute flyers and notices of LAC events, town hall meetings, and workshops to residents, as does the entire LAC Board.
- 8.2 LAC Officers shall be elected as detailed in Article V.
- 8.2.1 Stipends In order to receive a stipend, all LAC Officers are required to document their volunteer hourly requirement. The Stipend Request Form must be approved and signed by the LAC President in order for an individual to receive a stipend. In the absence of the LAC President, the LAC Vice President can approve and sign the Stipend Request Form.
- 8.2.2 Meetings -The LAC may hold meetings, both regular and special, at any predetermined place within the Development. The LAC must hold at least one regular meeting per month;

Notice of regular LAC Board meetings must be given to all LAC Representatives within seven (7) days of the meeting and should specify the date, time, location and agenda of the meeting.

Special meetings of the LAC Board may be called by the LAC President or by two thirds (2/3rds) of the representatives upon 48 hours notice given Monday through Friday.

- 8.2.3 Attendance requirements - All LAC Officers and Representatives are required to attend the monthly LAC meetings. In the event an LAC Officer or Representative misses three meetings consecutively without good cause (e.g., a medical emergency), he or she may be removed from the Board. After the second consecutive missed meeting, the LAC President will send the LAC member a letter warning him or her of the missed meetings by certified mail and, if possible, by email.
- 8.2.4 Compensation- LAC Representatives may be paid for reasonable expenses incurred, if any, as a result of attendance at LAC meetings.
- 8.3 Tenure and Removal - The LAC Officers and Representatives shall hold office until their successors are chosen as described in Article V. Such terms shall be three (3) years. If a LAC Officer position is not filled during an election, then the failure to fill the office shall not extend the term of any non-reelected past LAC Officer. Rather, the failure to elect an LAC Officer or Representative shall cause a vacancy in that office or representative position. Any vacancy in the office of the LAC President shall be filled as soon as possible as set out in Section 5.6. Any other vacancy in a LAC Officer position may remain vacant or may be filled by a LAC Officer. If more than one LAC Officer wishes to hold the vacant LAC Officer position, then there shall be a vote of all LAC members to select between the LAC Officer wishing to hold the vacant office.
- 8.3.1 A removal action is initiated by a petition alleging that an LAC Officer or Representative:
- A. is subject to a lifetime registration requirement under any State sex offender registration program;
 - B. has been convicted of the manufacture or production of methamphetamine on the premises of federally assisted housing;
 - C. has been, within the last six years, convicted of a felony involving arson; child molestation; homicide; murder; attempted murder; rape; attempted rape; terrorism; or the manufacture, possession or receipt of explosives;
 - D. has been, within the last six years, convicted of an assault with a deadly weapon, robbery, attempted robbery, armed robbery, attempted armed robbery, trafficking, manufacturing, use and or possession of an illegal drug or controlled substance, burglary, theft, threats, home invasion, stalking, or kidnapping;

- E. used an illegal drug;
- F. is found by the CAC Board to have misappropriated funds or property from the CAC or LAC;
- G. has violated the ethics policy or sexual harassment policy;
- H. has failed to meet or maintain the attendance requirements for mandatory meetings;
- I. is not lease complaint;
- J. otherwise failed to maintain eligibility of serving on the CAC/LAC Board as laid out in 3.5; or
- K. That a LAC director has abused the power of the position they hold for personal gain; And or shall never be allowed to hold LAC/CAC Office for a lifetime.
- L. any other just cause.

8.3.2 A petition for removal of a LAC Officer or Representative under Section 8.3.1, Sub-Sections A-D above is valid ifit:

- a) States the specific grounds for the removal in clear and sufficient detail;
- b) Is signed by one LAC Officer or Representative
- c) Includes a certified copy of the criminal conviction at issue or a certified record showing that the LAC Officer or Representative is subject to a lifetime registration requirement under any State sex offender registration program

8.3.3 A petition for removal of a LAC Officer or Representative under Section 8.3.1 Sub-Sections E-K above is valid ifit:

- a) States the specific grounds for the removal in clear and sufficient detail, and
- b) Is signed by 2/3 of LAC ~~members~~ ^{with} members
- c) Is delivered to the Central Advisory Council with copies delivered to the party whose removal is sought and the Local Advisory Council.

8.3.4 The LAC Officers and Representatives shall be removed by a vote of 2/3 of all the disinterested members of the LAC at a recall election voting to remove the LAC Officer of Representative. The recall election shall be held under the supervision of the Central Advisory Council. The CAC shall send all LAC Officers and Representatives a written notice of the recall election at least ten days before the recall election is held. Any Officer or Representative so removed shall be ineligible to serve as a LAC Officer or Representative for a lifetime.

If removal process of an officer begins with the LAC removing the individual from the LAC Board first rather than being initiated by the CAC. Then the individual shall be removed from both LAC/CAC since the CAC by law governs the LAC's.

- 8.3.5 Building, Block or Area Officers and Representatives shall be removed by the same process as 8.3.4
- 8.3.6 Conflict of interest; in situations where any LAC board member is connected to the alleged offense that led to the recall vote. Then the board member shall be required to recuse themselves from the voting process. The 2/3 votes required for removal shall be comprised of disinterested members/representatives of the LAC. If there are no disinterested LAC members then the decision to remove an officer shall lie with the CAC.
- 9.1 Upon election, all Presidents must participate in training which is to be provided by the CAC.
- 9.2 Succession and Order of Office - In the absence of the LAC President or in the event of her or his inability or refusal to perform the job, including death, resignation or removal, the LAC Vice-President shall perform the duties of the President. In the absence of the President and the Vice-President or in the event of their inability or refusal to perform the duties of the office, including death, resignation or removal, the LAC Secretary shall perform the duties of the President or the Vice-President. In the absence of the President, and the Vice-President and the Secretary or in the event of their inability or refusal to perform the duties of the job, including death, resignation or removal, the LAC Treasurer shall perform the duties of the President, Vice-President or Secretary. The LAC Vice-President, Secretary or Treasurer, while so serving shall have all the power and be subject to all the restrictions upon the office being filled.

ARTICLE X

Jurisdiction

- 10.1 CAC - The CAC shall have primary jurisdiction to deal with CHA on all matters affecting more than one LAC, or on matters affecting individuals and families in public housing developments owned, managed or otherwise controlled by CHA, and matters involving impacted families temporarily residing in Section 8 housing as referenced in the CHA Relocation Rights Contract and or such other matters as any LAC may bring to its attention.
- 10.2 LAC - The LAC shall have primary jurisdiction to deal with CHA on all matters affecting its development, and matters affecting more than one Area, Block, or Building Council, and such other matters as the Area, Block, or Building Council may bring to its attention.

- 10.3 The Building, Area or Block Council shall have jurisdiction to deal with CHA on all matters affecting itself or each the Area, Block or Building comprising units which said council represents.

ARTICLE XI

Certificate of Membership

- 11.1 The CAC Board of Directors may cause to be issued to each LAC a certificate of membership. Each LAC shall conform and pattern its By-Laws in accordance with the By-Laws of the CAC.

ARTICLE VII

Indemnification

- 12.1 To the extent permitted by Illinois law from time to time in effect and subject to the provisions of paragraph 12.1 of this Article, the CAC Board of Directors shall have the power by resolution to indemnify any person who was or is 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 (whether or not by or in the right of under any agreement, disinterested directors, or otherwise, both as to action in his official capacity and as to action in another capacity while holding such office, and shall continue as to a person who has ceased to be a director, officer or agent and shall inure to the benefit of the heirs, executors and administrators of such a person.

ARTICLE XIII

General Provisions

- 13.1 Seal - The CAC's seal shall contain the name of the Central Advisory Council, and the words CORPORATE SEAL ILLINOIS. Said seal may be used by causing it or a facsimile thereof to be impressed or affixed or reproduced or otherwise.
- 13.2 Fiscal Year - The fiscal year of the CAC shall be the calendar year.
- 13.3 Checks - All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the CAC shall be signed by such officer or officers, agent or agents of the CAC, and in such manner as shall be determined from time to time by resolution of the Board of Directors.
- 13.4 Notice - Whenever, under the provisions of the statutes or of the Certificate of incorporation or of these By-Laws, notice is required to be given to any Director, it shall not be construed to mean personal notice, but such notice may be given in writing, by mail, addressed to such director at his address as it appears on the records of the CAC, with postage thereon prepaid or by fax or email, and such notice shall be deemed to be given at the time when the same shall be deposited in the United States mail or sent. Notice to directors may also be given by telegram.

- 13.5 Waiver of Notice - Attendance of a person at a meeting of Directors shall constitute a waiver of notice of such meeting, except when the Director attends a meeting for the express purpose of objection, at the beginning of the meeting, to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Directors need be specified in any written waiver of notice.
- 13.6 Annual Statement - The Board of Directors shall present at each biannual meeting, and at any special meeting of the Directors when called for by vote of the Directors, a full and clear statement of the business and condition of the CAC.
- 13.7 Parliamentary Procedures - Robert's Rules of Order shall be the final source of authority in all questions of parliamentary procedure when such rules are not inconsistent with these By-laws.
- 13.8 Ethics Policy - The ethics policy as established and herein enacted by the CAC is intended to be in accordance with the mandatory provisions in the regulations issued by the U.S. Department of Housing and Urban Development (HUD) at 24 CFR Part 85 (Section 85.36), and applicable State and Federal law, and shall control and apply to the Central Advisory, and Local Advisory Councils, Building, Block, and Area Councils, and their respective officers, representatives, and employees.
- 13.9 Definitions - Words and phrases shall be defined according to their ordinary usage and meaning except as otherwise specifically defined in this Section and words and phrases defined herein control if in conflict with bylaw provisions.

"CAC" means the Central Advisory Council, Inc.

"CHA" means the Chicago Housing Authority.

"Development" and "CHA Development" means an aggregate of public housing buildings owned, managed, or otherwise controlled by the CHA.

"Election Committee" means the committee created and authorized to act in accordance with Section 5.5.

"Executive Committee" means a CAC Committee that includes the elected officers of the CAC and other LAC Presidents appointment by the CAC Chairperson. A LAC may establish an Executive Committee.

"HUD" means the United States of Housing and Urban Development.

"LAC" means a local advisory council.

"Local Councils" or "Local Advisory Councils" include family, senior, and scattered site advisory councils representing families residing in public housing units owned, managed or otherwise controlled by the CHA.

"Officer" means an individual who is elected to represent a LAC or the CAC in a city-wide election and is elected to serve as a President, Vice President, Secretary, or Treasurer.

"Representative" is an individual that is elected to represent a LAC in a city-wide election for a building, area or block that is not a Board Member, i.e. President, Vice President, Secretary or Treasurer.

"Leaseholder" means the individual whose name appears on the lease as the lessee and who resides in family public housing, senior public housing, scattered site housing, or mixed-finance housing in units owned managed or otherwise controlled by the CHA.

"Resident" means any individual whose name appears on the lease as either the lessee or authorized household member and who resides in what is known as family public housing, senior public housing, mixed finance housing and or scattered site public housing units owned, managed or otherwise, controlled by CHA.

ARTICLE XIV

Distribution upon Dissolution

- 14.1 The assets of the CAC in the process of dissolution shall be applied and distributed as follows:
- 14.2 All liabilities and obligations of CAC shall be paid, satisfied and discharged, or adequate provision shall be made therefore.
- 14.3 Assets held by CAC upon condition requiring return, transfer or conveyance, which condition occurs by reason of the dissolution shall be returned, transferred or conveyed in accordance with such requirements.
- 14.4 Assets held for a charitable, religious, eleemosynary, benevolent, educational or similar use, but not held upon a condition requiring their return, transfer or conveyance by reason of the dissolution, shall be transferred or conveyed to one or more domestic or foreign corporation, societies or organizations engaged in activities substantially similar to those of CAC pursuant to a plan of dissolution.
- 14.5 A plan for the distribution of the assets, consistent with provision of Section 501 (c) 3 of the Internal Revenue Code of 1954, may be adopted by CAC for the purpose of authorizing any transfer or conveyance of assets, by the majority vote of the members.

ARTICLE XV

Amendments

- 15.1 These By-Laws may be amended at any time as follows:
- 15.2 By resolution of the Board of Directors to the CAC, which resolution shall be passed by a 2/3rds majority vote of all Directors of the Board.
- 15.3 In the event that such amendments affect the jurisdiction or power of an area, block or Building Council or a Local Advisory Council, said amendment must be passed by a majority vote of the Building Council or the Local Advisory Council as the case may be.
- 15.4 By referendum of all the persons, defined in Section 5.2 herein, of the Chicago Housing Authority developments, upon affirmative vote of a 2/3rds majority of the voters at such referendum, provided such referendum takes place at the time of a regularly scheduled election.

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Signed this October 30, 2025: (See Attached)

10/30/25

October 30, 2025

The CAC votes to modify sections 7.4(D) and 7.4(E) of the CAC By-Laws. The offenses of murder and attempted murder shall be removed from Section 7.4(D) and moved to Section 7.4(E).

Catherine Seppa

Robert Scott

Mary Baggott

Natalia Satchell

Francine Washyts

Veruel J.

Armenita Williams

Evelyn Bruce

Hanna Salsberry

Cham Shumaki

Bruce

Cham Ham

Carol Wallace