**MUSKEGON COUNTY HOMELESS CONTINUUM OF CARE NETWORK**

Membership Meeting

August 10, 2017

**Proposed Transition Plan**

In the event the Muskegon County Homeless Continuum of Care Network (the Network) adopts the proposed amendments to its By-Laws at the Membership Meeting of August 10, 2017, all provisions of the amended document will take effect immediately. To enable an orderly transition to full implementation of the amended By-Laws, the Network Membership authorizes the following steps are taken:

1. The existing members of the Executive Committee shall continue to serve as the Executive Committee until the January 2018 Network Membership Meeting, at which time elections and designations will take place in accordance with the amended By-Laws.
2. No later than the September 18, 2017 Executive Committee Meeting, the leadership and members of the Membership Committee will be appointed, and assigned the responsibility to recommend and implement procedures to widely publicize membership opportunities with the Network, distribute and collect 2018 membership applications, and prepare a roster of the Network Membership in preparation for the January 2018 Membership Meeting.
3. No later than the September Executive Committee Meeting, the leadership and members of the Nominating Committee will be appointed, and assigned the following responsibilities:
	1. Recommend procedures for the election of Executive Committee Members at the 2018 Network Membership Meeting. Procedures shall include widely publicizing Executive Committee positions available, determining and publicizing procedures for Network Members to become a candidate for an open position, determining and publicizing opportunities for candidates to communicate their candidacy with Network Members prior to and at the 2018 January Membership Meeting, determining procedures for verification of membership eligibility to vote, and determining procedures for conducting the election of members to the Executive Committee.
	2. Recommend and implement procedures for filling designated positions on the Executive Committee.
	3. In order to insure continuity of leadership on the Executive Committee, one half of the elected positions will be open for election to full two year terms at the 2018 Membership Meeting. The Nominating Committee will recommend procedures for the designation of existing Executive Committee Members to fill one half of the elected positions to one year terms. Following the 2018 Membership Meeting, the election of members to the Executive Committee will follow the provisions detailed in the Governance Charter.
4. All recommendations described in this Transition Plan will be distributed to the Network Membership for their review and comment prior to adoption and implementation.