

Dear PCVIS members,

Thank you for taking the time to review the proposed changes to the PCVIS bylaws, which were written 10 years ago at the inception of our organization. We will need two-thirds of the eligible voters who are present at the annual meeting to vote in favor of the proposals before we make amendments. (See Article VII – Amendments)

## **PROPOSED CHANGES FOR DISCUSSION AND VOTE AT THE ANNUAL MEETING**

- **Replace the mission statement with an updated version written by the current Board of Directors to fully reflect the organization’s purpose and plans** (Article I – Objectives): “CVI is the leading cause of pediatric visual impairment, yet many children are undiagnosed and underserved. The mission of PCVIS is to transform outcomes for children and youth with CVI by advocating for research, policy, education, practice, heightened awareness and understanding of this brain-based visual impairment.”
- **Terminology updates:**
  - Add “and youth” to goals to align with the new mission statement (Article I – Objectives)
  - Change “Executive Board” to “Board of Directors” throughout
  - Change references to the organization as “Society” to “PCVIS” throughout
  - Remove “telegram” (Article VI, Section 2)
- **Meeting processes and purpose:**
  - Add virtual meetings as an option (Article V, Sections 3 and 8)
  - Expand the stated purpose of the annual meeting beyond courses and scientific papers to include the advancement of the PCVIS mission (Article III, Section 1)
- **Membership terms and application procedures:**
  - Update terms of membership to reflect the online enrollment system, which accepts and renews members on a rolling basis (Article II, Sections 2 and 3)
  - Update collection of dues to reflect rolling online enrollment (Article II, Section 4)
- **Change fiscal year to January 1 to December 31 (from July 1 to June 30) to align with new board term timeframes and for easier annual financial reporting** (Article IV, Section 1 and Article II, Section 4)
- **Elections and term limits for Board of Directors** (Article IV, Section 2):
  - Change to four-year terms (from two-year terms) to maintain board continuity as we rebuild momentum

- Change elections to odd-numbered years (from even-numbered years) to reset the schedule based on last year's election of the current board (in 2023)
- Board members to serve beginning in January following the election (instead of July) to align with the updated fiscal year and voting schedule
- Add option to vote for Board of Directors electronically
- For consideration and discussion: Increase available board seats and hold a 2025 election to fill them. This will build overlap in board member service so that the entire board does not roll off at the same time, taking knowledge of plans and processes with them.
- **Ethics and disciplinary action:**
  - Adopt a simple ethics statement applicable to all members (professionals and families) (Article II, Section 5) – see bottom of document for draft
  - Clarify that professionals may be held accountable for violation of professional ethics by another governing body (Article II, Section 7)
- **Remove call out of Publications Committee, as this work will be subsumed by other committees** (Article VIII - Publications)
- **Standing committees** are under the purview of the Board of Directors and verbiage will be amended to align with the current committee structure and future needs under the strategic plan

## **DRAFT CODE OF ETHICS**

We, the members of the Pediatric Cortical Visual Impairment Society, dedicate ourselves to carrying out the mission of this organization on behalf of children and youth with CVI. We promise to:

- Hold paramount the health, education, and inclusion of individuals with CVI.
- Treat all people, regardless of race, religion, gender, abilities, age, or national origin, with respect and consideration.
- Carry out the PCVIS mission with integrity and professionalism.
- Build our reputation as a trusted source of information and support for individuals with CVI and their allies.
- Collaborate with fellow organizations working to improve outcomes for children and youth with CVI.