

**ASSOCIATION BY-LAWS**  
(Changes as of January 26, 2008)

**ARTICLE I. NAME**

- Section 1. The name of the Association shall be the TEXAS TOWING and STORAGE ASSOCIATION, hereinafter referred to as the “Association”.
- Section 2. The principal office of the Association shall be determined by the Board of Directors.
- Section 3. The Association shall have, and continuously maintain in the State of Texas, a registered office and a registered agent whose office is identical with such registered office, as required by the Texas Non-Profit Corporation Act. The registered office and the registered agent may be changed from time to time by the Board of Directors.

**ARTICLE II. PURPOSE**

- Section 1. It shall be the objective of this organization to promote cooperative efforts for increased safety, efficiency and economy in all phases of the Towing and Storage industry and to support and conduct research, education, and informational activities to increase public awareness of our industry through:
- a) Interchange of ideas and information
  - b) Meeting for discussion
  - c) Committee research
  - d) Building **collaborative partnerships**, including participating in other Associations, insurance and benefits programs, developing technical training and education
  - e) Develop, educate, and promote the safety and personal standards or codes
  - f) Interaction with regulatory agencies and legislative bodies to provide assistance and input with the organization
  - g) Any other cooperative undertaking necessary for the accomplishment of the above stated purpose of the organization

### **ARTICLE III. COMMUNICATION**

- Section 1. Technology is "changing the way we need to think about what we do and how we do it." Our goal is to recognize our Association and think about systematically building technology into its ongoing planning and operations. The goal is to help make technology second-nature to our operations, and also to change the way they themselves work by involving the entire Board and staff in effective communication, planning and decision-making. The use of email is recognized as a valid form of communication. The use of email is granted if it meets the following:
- a) Is approved in writing by the email address holder.
  - b) If the email is not in jeopardy of another's misuse.
  - c) It is the responsibility of the email address holder to notify the Association office of any changes.
  - d) If the email is returned "undeliverable", it is the responsibility of the Association office to serve notice using other avenues of communication that is acceptable in the by-laws.
- Section 2. In July 2003, the FCC radically altered the existing framework with the revisions to the Telephone Consumer Protection Act (TCPA) regulations. Anything sent via fax to the Association customers, prospects, vendors, distributors, resellers, or others these regulations affect. To comply with the new FCC "Unsolicited" Fax Rules and in response to the deletion of the "established business relationship" clause from the Telephone Consumer Protection Act (TCPA), the Association must request any current and potential customers, prospects, vendors, distributors, or others these regulations effect, to sign a Fax Permission Form.

### **ARTICLE IV. MEMBERS**

- Section 1. The Association shall be composed of the following categories of members:
- a. **ACTIVE MEMBERS** – All persons, corporations or other business entities directly engaged in the towing, recovery or storage of motor vehicles and licensed by the Texas Department of Licensing and Regulation. Active Members are entitled to one vote per membership.
  - b. **ALLIED MEMBERS** – All persons, corporations or other business entities that manufacture or supply goods and services and/or support for the towing, recovery and storage industries. Allied members shall have no voting rights, but will appoint an Allied member to serve on the Board of Directors for the same term as other Board of Directors members.

- c. ASSOCIATE MEMBERS – all persons wanting to participate in all programs offered by the Association and do not meet any other category of members. Associate Members shall have no voting rights and hold no elective office.
- d. LIMITED ASSOCIATE MEMBERS- All persons, corporations or other businesses wanting to participate in programs approved by the Board of Directors for this membership classification. Limited Associate Members shall have no voting rights and hold no elective office.
- e. HONORARY MEMBERS – Persons who have rendered highly meritorious service to the towing, recovery and/or storage industry. They must be recommended by at least three (3) members and approved by the Board of Directors. Honorary Members shall not be required to pay dues, but shall be entitled to all privileges of membership except voting and holding elective office.

Section 2. Non-payment of Association dues shall be referred to the Expulsion Committee and shall be grounds for automatic suspension.

#### **ARTICLE V: EXPULSION AND REINSTATEMENT OF MEMBERS**

Section 1. The Expulsion Committee, chaired by the Association Secretary, will review actions of members which may require expulsion or reinstatement from/to the Association. This committee will consist of the Association Secretary and five (5) Active Members selected by the Association Secretary. If the Secretary is being examined, then the Association Chairman will select a committee chairperson.

Section 2. If the committee recommends the expulsion of a member, a vote will be made during a Board of Directors meeting. Should the recommendations be upheld by the Board of Directors, it shall then be voted on at the next scheduled general membership meeting. Two-thirds (2/3) vote is required to pass this recommendation. A quorum for this vote will consist of all Active Members present.

Section 3. The expelled member should not attend any function which is sponsored by the Association. Reasons for expulsions include:

- a) Non payment of dues
- b) Disregard of these by-laws
- c) Disregard of the statutes, rules, regulations and/or ordinances governing Tow Truck operations within the State of Texas.
- d) Any other ethics violation not in accordance with the intent of this Association.

Section 4. An expelled member may be reinstated, following a six (6) month suspension, by submitting a written request to the Expulsion Committee. If the committee recommends the reinstatement of a member, a vote will be made during a Board of Directors meeting. Should the recommendations be upheld by the Board of Directors, it shall then be voted on at the next scheduled general membership meeting. Two-thirds (2/3) vote is required to pass this recommendation. A quorum for this vote will consist of all Active Members.

#### **ARTICLE VI. DUES**

Section 1. Dues for each Active Member shall be determined by the Board of Directors and approved by a vote of all Active Members in a General Membership meeting. Any increase in Active Membership dues greater than 20% will require a Ballot vote of all Active Members.

Section 2. Dues for each type of Membership, other than the Active Membership, shall be determined by the Board of Directors and voted on in a General Membership meeting. A Ballot vote is not required.

Section 3. Members who fail to pay their dues and/or assessments within sixty (60) days from the due date shall be notified and, if payment is not made within the next thirty (30) days, shall be referred to the Expulsion Committee and thereupon forfeit all rights and privileges of membership. No member has a right to vote unless dues are current.

#### **ARTICLE VII. MEETINGS**

Section 1. The Association Board of Directors will conduct four (4) meetings per year at such time and place as may be authorized by the Board of Directors. At least two (2) of these meetings will involve the General Membership, including the Annual Meeting which should take place in the second quarter of each year. Notice of such meetings will be mailed, emailed or faxed to each member at the last recorded address at least 30 days before the date of each meeting. A quorum for all Association business transactions, except election of Officers and change of By-Laws, shall be the number of voting members present at the meeting.

Section 2. Special meetings of the members may be called by the Chairman, the Board of Directors, or not less than one-tenth (1/10) of the Active Members having voting rights.

- Section 3. The Board of Directors may designate any place, either within or without of the State of Texas as the place of meeting for any Annual, Quarterly or Special Meeting. If no designation is made or if a Special Meeting is otherwise called, the place of the meeting shall be the principal office of the Association. If all of the members shall meet at any time or place and consent to holding of a meeting, such meeting shall be valid without call or notice, and at such meeting any Association action may be taken.
- Section 4. Written or printed notice stating the place, day and time of meeting of members shall be delivered, personally or by First Class Mail, Fax or Email, to each member entitled to vote at such meeting at least thirty (30) days before the date of such meeting. If mailed, the notice of the meeting shall be deemed to be delivered when deposited in the United States Mail addressed to the member at his address as it appears on the records of the Association, with postage thereupon prepaid.
- Section 5. The parliamentarian shall govern all deliberations of the Association when not in conflict with these By-Laws.

### **ARTICLE VIII . BOARD OF DIRECTORS**

- Section 1. The Board of Directors shall have supervision, control and direction of the affairs of the Association, shall determine its policies or changes therein within the limits of the By-Laws, shall actively prosecute its objectives and shall have discretion in the disbursement of funds. It may adopt such rules and regulations for the conduct of its business as shall be deemed advisable and may, in the execution of its power granted, appoint such agent as it may consider necessary.
- Section 2. The Board of Directors shall consist of twenty one (23) members, including the Chairman, Vice-Chairman, Executive Director, Secretary, Treasurer, Sergeant-At-Arms, Parliamentarian, Allied Director, Membership Representative, Repossession Representative, Legislative Committee Chair, Immediate Past Chairman, Training Committee Chair, Show and Event Committee Chair, and eight (9) other regional members from throughout the state. All Board of Directors Members, except the Immediate Past Chairman, should be elected biannually at an Annual Meeting of the Association and shall serve until their successors shall be elected and qualified. (There shall be six (8) regions with one director elected for each region, and one (1) At-Large seat. The regions shall be the same as the regions of the Texas Department of Transportation.

- Section 3. The Board of Directors shall have regular meetings at the time and place of each meeting of the General Membership.. At other times the Board of Directors shall meet upon call of the Chairman at such time and place as he may designate. The Board of Directors may also be called to meet upon demand of a majority of its members. Notice (and an agenda) of all meetings of the Board of Directors shall be sent by First Class Mail, Fax or Email to each member of the Board of Directors at least thirty (30) days in advance of such meetings.
- Section 4. A majority of the Board of Directors shall constitute a quorum at a meeting of the Board of Directors. Any less number may adjourn until the time when a quorum is present. A majority vote of the quorum present is needed for approval of general business.
- Section 5. A vacancy shall occur in a position on the Board of Directors when a person holding that position has two (2) consecutive unexcused absences from the Board of Directors meetings. All vacancies that may occur on the Board of Directors shall be filled by an appointment by the Chairman with the approval of a majority of the remaining members of the Board of Directors. Such appointed Board member shall serve until the next regular election of Directors.

#### **ARTICLE IX . OFFICERS**

- Section 1. The Officers of the Association shall be the Chairman, Vice-Chairman, \*Executive Director\* (if and when selected), Secretary, Treasurer, Parliamentarian, Sergeant-At-Arms, and Immediate Past Chairman. All officers, except the Executive Director and Immediate Past Chairman, shall be elected by a ballot vote of the full membership at the Annual Meeting of the Association or the absentee ballot.
- Section 2. Each elected officer shall take office at the Annual Meeting and serve for a term of two (2) years or until a successor is duly elected and qualified. A vacancy in an office occurs if an officer has two (2) consecutive unexcused absences from Board of Directors Meetings.
- Section 3. A vacancy in any office because of death, resignation, removal, disqualification, or otherwise shall be filled by an appointment by the Chairman with the approval of a majority of the remaining members of the Board of Directors. Such appointment shall be until the next regular election of officers.

Section 4. The **Chairman** shall preside at all meetings of the members of the Board of Directors. He or she may sign, with the Secretary or other proper officer of the Association authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these By-Laws or by statute to some other officer or agent of the Association and in general he or she shall perform all duties incident to the office of Chairman and such duties as may be prescribed by the Board of Directors from time to time. In addition to the aforementioned duties, the Chairman shall: provide general guidance for Board of Directors members and all other position of authority within the Association; develop agendas for meetings in concert with the \*Executive Director\*(if and when selected); recommend to the Board of Directors which committees are to be established; recommend committee chairs and work with those chairs to be sure that their work is carried out; attend committee meetings on a “need to” basis; speak to the media and the community on behalf of the Association; ensure that Board of Directors matters are handled properly - including preparation of pre-meeting material, committee functions and orientation of new Board of Directors members; and when term expires, must train the newly elected Chairman. The Chairman will serve as President in the absence of an Executive Director. The Chairman may, on behalf of the Association, hire a person to assist in the duties of the President.

Section 5. The **\*Executive Director\*** (if and when selected) shall be the President of the Association. He or she shall be selected by the Board of Directors. He or she will be responsible for management of the Association and such other duties as may be prescribed by the Board of Directors, shall receive and give receipts for money due and payable to the Association from any source whatsoever, and deposit all such moneys in the name of the Association in such banks, trust companies, or other depositories as shall be selected in accordance with the provisions of Article VIII of these By-Laws, under direction of the Treasurer; see that all notices are duly given in accordance with the provisions of these By-Laws or as required by law, be custodian of the corporate records, keep a register of the post office addresses of each member, and a fax and email list of all members. The \*Executive Director\* (if and when selected) shall: operate the Association in full compliance of the law and IRS regulations as they relate to the Association; operate the day-to-day business of the Association office; plan and administer all quarterly meetings of the Association; work closely with the Chair and Committee Chairs to ensure the efficient operation of the Association; perform other duties as assigned to maintain effective functioning of the Association.

- Section 6. The **Vice-Chairman** will assist in the duties of the Chairman, including acting Chairman in the **absence of the Chairman**. The Vice Chair shall be the Chairman elect for future terms.
- Section 7. The **Secretary** shall record the minutes of each quarterly Board of Directors meeting and other official meetings as directed by the Chair; promptly send the minutes from the previous Board of Directors meeting to the \*Executive Director\* (if and when selected) for publication in the Tow Line; work directly with the \*Executive Director\* (if and when selected) in expediting information to each Board of Directors member in regards to date, location, time and directions to next Board of Directors meeting; initiate Association's correspondence as appropriate; maintain files of past and current Board of Directors minutes; maintain history of the Association and memento keeper; and when term expires, train the newly elected Secretary. The Secretary is the Chairman of the **Expulsion Committee**.
- Section 8. The **Treasurer** will maintain the financial records of the Association and report at its Board of Directors and General Membership meeting. He or she will provide information for the annual audit of the books, which will be available to the membership at the first quarterly meeting of the year; will purchase awards on the recommendation of the awards committee; assist in the collection of membership dues and perform other duties as may be prescribed by the Board of Directors. The Treasurer is the Chairman of the **Awards Committee**.
- Section 9. The **Sergeant at Arms** should attend all meetings of the Association. He or she will be responsible to compel Board of Directors members to attend meetings to establish a quorum. Other duties are to insure the Association meetings are conducted un-disturbed, proper attendance during closed executive sessions and the **safety of the membership** during Association business.
- Section 10. The **Parliamentarian** should be familiar with these By-Laws and the Roberts Rules of Order, second edition. When requested, he or she should advise the presiding officer on questions of parliamentary procedure. Parliamentarians do not "rule." Only the Chairman has the power to rule on a question of order. If the parliamentarian has expressed an opinion at the request of the Chairman, the Chairman must still make the ruling. He or she should assist the presiding officer by keeping track of the order of those wishing to speak, motions, amendments, voting, etc., during meetings. Make certain each member of the executive board has a current copy of the Association's **bylaws and standing rules**.

- Section 11. The **Regional Board Members (8)** are responsible for keeping the Board of Directors apprised of concerns and issues within their region. He or she should, at least annually, convene a meeting within the region and invite all Towing and Storage companies to attend. Working with the **Membership Representative**, these meetings should inform the attendees of current events and the benefits of becoming a member of the Association. The Association office should assist in the mailing of the invitations to these meetings.
- Section 12. The **Allied Director** is nominated by the Allied members in good standing. He or she should be a conduit to the Board of Directors of any concerns or suggestions of the Allied membership. The Allied Director has one **(1) vote** on all matters of the Board of Directors.
- Section 13. The **Legislative Chairperson** is the Chairman of the Legislative Committee. He or she is responsible for polling the membership on issues of law to be addressed, either on a local, State, or national level. He or she will keep the Board of Directors apprised of the aforementioned items and will update the general membership as needed. He or she should be the sole liaison between the **Association and its lobbyist**.
- Section 14. The **Membership Representative** should be a conduit to the Board of Directors of any suggestions or concerns of the general membership. He or she will be responsible for conducting membership drives, and will convene a committee if necessary for a successful drive. He or she should work with the **Regional Directors** to recruit new members.
- Section 15. The **Repossession Representative** should be a conduit to the Board of Directors of any suggestions or concerns of the repossession industry. He or she will keep the Board of Directors apprised of all issues and legislation affecting the repossession industry, and request Board assistance on the same.
- Section 16. The **Show and Event Chair** is the Chairman of the **Show and Event Committee**. He or she is responsible for suggestions to the Board of Directors of **revenue generating events**, and will proceed through the committee upon Board approval.
- Section 17. The **Member at Large** serves as Hospitality Chairperson, to include such duties as sympathy cards, flowers, etc. He or she will assist other Board Members as needed and perform other duties as may be prescribed by the Board of Directors

## ARTICLE X COMMITTEES

- Section 1. The **Executive Committee** of the Association consist of the Chairman, Vice Chairman, \*Executive Director\*(if and when selected), Secretary, Treasurer, and Immediate Past Chairman The Board of Directors may empower the Executive Committee to act on behalf of the Board of Directors when such authority is consistent with these By-Laws and other law.
- Section 2. The **Nomination and Election Committee** consists of the acting Chairman, the immediate past Chairman, and four (4) Active Members. The immediate past Chairman serves as the Chairperson of this committee and is responsible for the selection of the committee members. This committee is responsible for recommending the slate of nominees for the bi-annual Board of Directors elections. The quorum for this committee is four. Should the Immediate Past Chairman become unavailable, the acting Chairman shall appoint a non Board member to fill the position.
- Section 3. The **Awards Committee** consists of the Treasurer and four (4) Active Members. The Treasurer serves as the Chairperson of this committee and is responsible for the selection of the four (4) committee members. This committee is responsible for the **Hall of Fame** selections and the **Jim Luce Memorial Scholarship** award. The committee will establish award criteria to **recognize members** whom, in the opinion of the committee, deserve recognition of the Association. This committee is solely responsible for purchasing the out going Chairman's award. The incoming Chairman will present the award to his/her predecessor. The quorum for this committee is four.
- Section 4. The **Training Committee** will consist of the "Training" Board Member and appointed Active Members. The "Training" Board member will act as Chairperson of this committee and will select the committee members. The number of committee members will be determined by the committee Chairperson. The training committee will **develop programs** for the tow truck operators and cross training programs for the operators and other first responders.
- Section 5. The **Expulsion Committee** consists of the acting **Association Secretary** and five (5) Active Members. The Secretary serves as the Chairperson of this committee and is responsible for the selection of the five (5) active Association members. This committee determines the expulsion or reinstatement of the membership of a particular member after an investigation. The quorum for this committee is five. The Committee will present their recommendations to the Board of Directors for a vote of the Active Members.

- Section 6. The **Show and Event Committee's** responsibilities include revenue generating events for the Association. The "**Show and Event**" **Board Member** is the Chairperson of this committee and shall appoint Active Members and other interested parties as needed.
- Section 7. The **Legislative Committee's** responsibilities include suggesting and drafting new legislation for the Towing and Storage Industry; Federal, State, and Local. Staying abreast of current legislation and taking the necessary steps to stop and/or change bad legislation. Distribution of the Association's PAC fund. The **Legislative Board Member** is the Chairperson of the committee and will appoint committee members as needed.
- Section 8. All committees other than the aforementioned standing committees shall be nominated from the floor by the general membership. In the event of any tie vote, the Allied Board Member will cast the deciding vote.

#### **ARTICLE XI. CONTRACTS, CHECKS, DEPOSITS AND FUNDS**

- Section 1. The Board of Directors may authorize any officer or officers, agent or agents of the Association, in addition to the officers so authorized by these By-Laws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Association, and such authority may be general or confined to specific instances.
- Section 2. All checks, drafts, or order for the payment of money, notes, or other evidence of indebtedness issued in the name of the Association shall be signed by such officer or officers, agent or agents of the Association in such manner as shall be determined from time to time by the Board of Directors. In absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer and countersigned by the Chairman or Vice Chairman of the Association.
- Section 3. All funds of the Association shall be deposited from time to time to the credit of the Association in such banks, trust companies or other depositories as the Board of Directors may select.
- Section 4. The Board of Directors may accept on behalf of the Association any contribution, gift, bequest or devise for the general purposes or any special purpose of the Association.
- Section 5. The Board of Directors shall not indebt the Association for more than five thousand dollars (5000) without a ballot vote of the Active Members.

## **ARTICLE XII . BOOKS AND RECORDS**

The Association shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members, Board of Directors, and committees having any of the authority of the Board of Directors, and shall keep at the registered or principal office a record giving the names and addresses of the Active Members entitled to vote. All books and records of the Association may be inspected by any Active Member or his agent or attorney for any proper purpose at any reasonable time.

## **ARTICLE XIII . FISCAL YEAR**

The fiscal year of the Association shall begin on the first day of January and end on the last day of December of each year.

## **ARTICLE XIV . SEAL**

The Association will have a corporate seal.

## **ARTICLE XV . WAIVER OF NOTICE**

Whenever any notice is required to be given under the provisions of the Texas Non Profit Corporation Act or under the Article of Incorporated or by the By-Laws of the Association, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein shall be deemed equivalent to the giving of such notice.

## **ARTICLE XVI . DISSOLUTION**

On dissolution of the Association any funds remaining shall be distributed to one or more charities to be selected by the Board of Directors.

## **ARTICLE XVII . VOTING**

- Section 1. A majority of those voting shall decide any matter at any meeting except election of officers and changes in By-Laws. The Active Members shall be entitled to vote on election of officers, for proposed changes in By-Law provisions, or any other Ballot Election in person or by specified pre-printed absentee ballot to be signed, witnessed and returned by Active Members desiring to vote by such ballot. Such specific pre-printed absentee ballots, if properly signed, witnessed and returned at least three (3) days prior to the meeting involved shall constitute a valid vote on the election or By-Law change. Absentee ballots may not be used for voting on any issue other than Ballot Election, election of officers and proposed By-Law changes. Voting on all other issues must be in person. Absentee ballots shall be made available to any Active Member whose membership status is active, no later than thirty (30) days prior to any meeting at which a Ballot Election, officer election or proposed by law change is to be considered.
- Section 2. An Officer, Principal or Owner of any Active Member shall execute a notarized designation of voting agent if other than self.
- Section 3. From time to time, the Board of Directors may need to vote on issues between scheduled meetings. Voting via email and fax shall constitute a valid vote on these issues. Copies of the email and faxes registering all Board member votes shall be stored in the Association's record. Failure to receive a ballot of 100% of the active Board Members for any issue will render all votes null and void.

## **ARTICLE XIII. RECOMMENDED NOMINATIONS AND ELECTION PROCEDURES**

- Section 1. The Nomination and Election Committee will be responsible for considering candidates for each office and selecting those who are qualified and most suited to support and enhance the goals and purposes of the Association.
- Section 2. The Nomination and Election Committee will be responsible for the administration of the election process including confirming certification, maintaining confidentiality throughout the process, actual ballot count and announcing the winner at the Annual Meeting.
- Section 3. The Nomination and Election Committee will complete the process of selecting candidates at least 45 days prior to the Annual Meeting so that candidates may be featured in the current issue of the Association's official newsletter.

- Section 4. There may be one candidate nominated for each position.
- Section 5. Nominations from the floor at the Annual Meeting will be accepted.
- Section 6. Absentee Ballots will be sent to all Active Members thirty (30) days prior to the Ballot Election, election of officers or By-Law changes at the Membership Meeting. These members unable to attend the Membership Meeting or wishing to vote by absentee ballot must have their ballot to the Association office in accordance with the following rules:
- Section 7. Active Member whose dues are current will receive from the Association office a printed ballot, a ballot envelope, a certification card and a return envelope addressed to the Association office. The absentee ballot will list all Ballot Elections, candidates running for office or by-law changes at the time. The ballot is to be unsigned by the voter and sealed in the provided envelope clearly marked **"BALLOT ONLY"**. The sealed envelope will then be mailed along with a signed Certification Card in the return envelope provided post marked at least five (5) days prior to the Membership Meeting. The Certification Card will be checked for proper voting rights and is for the purpose of validating the accompanying sealed Ballot and allowing it to be admitted for Ballot count. Only the Association's official ballots will be accepted and only ballots accompanied by proper signed Certification Cards will be accepted. All absentee Ballots will be delivered unopened to the Nomination and Election Committee at the Membership Meeting (Convention).
- Section 8. The Absentee Ballots will be counted by the Nomination and Election Committee at the Membership Meeting and the results held in the strictest confidence.
- Section 9. For those voting at the Membership meeting, an official Ballot will be presented to each Active Member upon registering who has not mailed in an Absentee Ballot with a Certification Card. Members voting in person will be asked to sign and register certifying he or she is a current Active Member and that he is the contact person representing the Active Member company. The ballot will provide a write-in space for voting for candidates' nominated from the floor. In person ballots need not be signed or witnessed. The ballots will be collected and counted by the Nomination and Election Committee. The Nomination and Election Committee will announce the results of the vote before the close of the Membership Meeting.
- Section 10. Any Active Member may request a recount of Ballots by notifying the Nomination and Election Committee Chairman in writing within fourteen (14) days of the election.

