



NATIONAL SUNROOM ASSOCIATION

2009

MEMBERSHIP ROSTER

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NATIONAL SUNROOM ASSOCIATION

2009 MEMBERSHIP LIST

MANUFACTURER MEMBERS

[Brady-Built Sunrooms](#)

[Champion Enclosure Suppliers](#)

[Comfort Line, Inc.](#)

[Craft-Bilt Manufacturing Co.](#)

[Crown Windows & Enclosures](#)

[Degussa Cyro Deglas Building Products](#)

[Dura-Bilt Products, Inc.](#)

[Four Seasons Sunrooms](#)

[Harvey Industries, Inc.](#)

[Joyce Manufacturing Co., Inc.](#)

[Metals USA Building Products](#)

[Owens Corning](#)

[Patio Enclosures, Inc.](#)

[Seaway Manufacturing Corp.](#)

[Solar Innovations, Inc.](#)

[SunPorch Structures, Inc.](#)

[Sunroom Concepts, LLC](#)

[TEMO, Inc.](#)

[Thermal Industries, Inc.](#)

[Vinyl Design Corporation](#)

[Westview Products, Inc.](#)

NATIONAL SUNROOM ASSOCIATION

2009 MEMBERSHIP LIST

AFFILIATE MEMBERS

[Astro Shapes, Inc.](#)

[Dow Corning Corp.](#)

[Falcon Foam Corp.](#)

[FeneTech Inc.](#)

[Nichols Aluminum](#)

[Plymouth Foam Inc.](#)

[PPG](#)

[Precision Glass Bending Corp.](#)

[Rohm & Haas Chemicals LLC](#)

[Triangle Fastener Corp.](#)

NATIONAL SUNROOM ASSOCIATION

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<u>Aluminum Products of Augusta, Inc.</u>	<u>Four Seasons Holbrook, Inc.</u>	<u>Sprinkle Home Improvement</u>
<u>APlus Sunrooms & Windows</u>	<u>Four Seasons Sunrooms by SunBoss</u>	<u>Stevens Home Improvement Co., Inc.</u>
<u>Backyard Designs</u>	<u>Georgia Custom Sunrooms</u>	<u>Stormite Co. Inc.</u>
<u>Betterliving Midwest</u>	<u>Georgia Sunroom</u>	<u>SunLife Inc.</u>
<u>Betterliving Sunrooms of Hampton Roads</u>	<u>Granite State Glass</u>	<u>Sunnyside Designs, Inc.</u>
<u>The Board Store Home Improvements</u>	<u>Home Masters, Inc.</u>	<u>Sunroom Pros, Inc.</u>
<u>Brannan Aluminum, Inc.</u>	<u>Lifetime Enclosures, Inc.</u>	<u>Sunrooms of Connecticut, Inc.</u>
<u>Buena Vista Sunrooms</u>	<u>Mainely Vinyl</u>	<u>Sunrooms of the Ozarks, Inc.</u>
<u>Building Concepts, Inc.</u>	<u>May Awning and Patio Co.</u>	<u>Sunsational Patio & Sunrooms, Inc.</u>
<u>Champion Window and Patio Room Co. of Atlanta</u>	<u>Merrell Home Improvements</u>	<u>Sunsational Sunrooms of America, LLC</u>
<u>Champion Window Co. of Omaha, LLC</u>	<u>O & P Glass</u>	<u>Sunspace Designs, Inc.</u>
<u>Champion Windows & Patio Rooms PA</u>	<u>Outdoor Designers</u>	<u>Superior Sunrooms Inc.</u>
<u>Champion Windows of Columbia</u>	<u>Park Cities Home Improvements</u>	<u>Texas Premier Sunrooms & Patios</u>
<u>Classic Patio & Sunroom</u>	<u>Peoples Construction Inc.</u>	<u>Tri County Enclosure Systems</u>
<u>Cornerstone Contracting Inc.</u>	<u>Reamco, Inc.</u>	<u>Ultimate Living Spaces Inc.</u>
<u>Creative Sunroom Designs, Inc.</u>	<u>Ric-Lee Corporation</u>	<u>Unlimited Enclosures (Hart), Inc.</u>
<u>Custom-Lite, Inc.</u>	<u>Matthew Ryan Home Improvements</u>	<u>Weathercraft Mfg. Co., Inc.</u>
<u>DC Enclosures, Inc.</u>	<u>Sandcastle Group</u>	<u>Jack Young Enterprises, Inc.</u>
<u>DK Vinyl Industries dba Vinyl Tech</u>	<u>Sandia Sunrooms, Inc.</u>	
<u>Eagle Construction Co.</u>	<u>Southern Exposure Sunrooms, Inc.</u>	
<u>Elegant Home Additions</u>	<u>Southwest Builders Remodeling, Inc.</u>	
<u>Evans Home Improvement</u>		
<u>F & S Building and Remodeling</u>		
<u>Fiderio & Sons</u>		

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AFFILIATE ORGANIZATIONS
(Engineering, Testing Laboratory, Association)

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Terry Cavanagh
Bill Robertson

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bill@tjcaa.com

OFFICERS AND BOARD OF DIRECTORS

Manufacturer Members serve 3-year terms – Affiliate Members serve 2-year terms
Each may be re-elected for an additional two successive terms.

	Term Expires		
PRESIDENT			
TONY BOUQUOT Patio Enclosures, Inc. 700 East Highland Rd. Macedonia, OH 44056-2100 Tel: (330) 468-0070, Ext. 2301 Fax: (330) 467-4297 tony.bouquot@patioenc.com	2009 2 nd Term	BRIAN FABIAN Four Seasons Sunrooms 5005 Veterans Memorial Pkwy. Holbrook, NY 11741 Tel: (631) 563-4000, Ext. 202 Fax: (631) 563-4010 brianf@fourseasonssunrooms.com	2011 3 rd Term
VICE PRESIDENT			
MARTIN GOSS Champion Enclosure Suppliers 12111 Champion Way Cincinnati, OH 45241 Tel: (513) 782-3900, Ext. 24 Fax: (513) 782-3903 mgooss@championfactorydirect.com	2011 2 nd Term	LYNDON B. JOHNSON Harvey Industries, Inc. 1400 Main St. Waltham, MA 02451 Tel: (800) 598-5400 Fax: (978) 433-3464 lyndon.johnson@harveyind.com	2011 1 st Term
TREASURER			
Jim Hall TEMO, INC. 20400 Hall Rd. Clinton Twp., MI 48038 Tel: (586) 286-0410 Fax: (586) 226-1719 jhall@temosunrooms.com	2011 1 st Term	ANDY SNELLING Seaway Manufacturing Corp. 2250 East 33 rd St. Erie, PA 16510 Tel: (814) 898-2255 Fax: (814) 899-5556 asnelling@seawaymfg.com	2009 1 st Term
BOARD MEMBERS			
FRANK BEATO Astro Shapes, Inc. 65 Main St. Struthers, OH 44471 Tel: (330) 755-1414, Ext. 122 Fax: (330) 755-3641 frank.beato@astroshapes.com	2010 <i>Affiliate</i> 2 nd Term		

Term Expires

CRAIG JOSS Craft-Bilt Manufacturing Co. 53 Souderton-Hatfield Pike Souderton, PA 18964 Tel: (215) 721-7700 Direct: (610) 313-3227 Fax: (215) 721-9338 cjoss@appliedtesting.com	2009 2 nd Term
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COMMITTEES

MEMBERSHIP COMMITTEE

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Metals USA Building Products

Jim DiBacco
Astro Shapes, Inc.

Peter D'Arcangelo
Dura-Bilt Products, Inc.

Bob Wasko
Falcon Foam Corp.

Tim Gaumer
Plymouth Foam Inc.

Robert Ottaway
Westview Products, Inc.

PROGRAM PLANNING COMMITTEE

Martin Goss
Champion Enclosure Suppliers

Russell Schmidt
Joyce Manufacturing Co., Inc.

Tony Bouquot
Patio Enclosures, Inc.

Terry Cavanagh
Terrapin Testing

MARKETING COMMITTEE

Dean Schwartz, Chairman
SunPorch Structures, Inc.

Brian Fabian
Four Seasons Sunrooms

Lyndon B. Johnson
Harvey Industries

Jerry Deliberato
Patio Enclosures, Inc.

STATISTICS COMMITTEE

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SunPorch Structures, Inc.

Lyndon B. Johnson
Harvey Industries

David Rascoe
Thermal Industries

TECHNICAL COMMITTEE

Terry Cavanagh, Chairman
Terrapin Testing

David Moyer
Architectural Testing, Inc.

Craig Wagner
Architectural Testing, Inc.

Martin Goss
Champion Enclosure Suppliers

Dan Ochstein
Champion Enclosure Suppliers

Allan Hite
Comfort Line, Inc.

Craig Joss
Craft-Bilt Manufacturing Co.

Dominic Funicelli
Crown Windows & Enclosures

Peter D'Arcangelo
Dura-Bilt Products, Inc.

Ted Grant
Falcon Foam Corp.

Bob Wasko
Falcon Foam Corp.

Alex Spyrou
Four Seasons Sunrooms

Lyndon Johnson
Harvey Industries, Inc.

Wan Tao Chu

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Joyce Manufacturing Co., Inc.
TECHNICAL COMMITTEE (cont.)

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Scott Schimming
Owens Corning

Tony Bouquot
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Tim Gaumer
Plymouth Foam Inc.

Zachary McCartney
Seaway Manufacturing Corp.

Andy Snelling
Seaway Manufacturing Corp.

Geoff Roise
Sunroom Concepts, LLC

Dean Schwartz
SunPorch Structures, Inc.

Jim Hall
TEMO, Inc.

Bill Robertson
Terrapin Testing

Larry Moore
Westview Products, Inc.

TECHNICAL SUBCOMMITTEES

Code Modification Subcommittee

Martin Goss, Chairman
Champion Enclosure Suppliers

Robert Wironen
Brady-Built Sunrooms

Alex Spyrou
Four Seasons Sunrooms

Scott Schimming
Owens Corning

Tony Bouquot
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Andy Snelling

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Greg Header
Solar Innovations, Inc.

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Fire Testing Subcommittee

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Kevin McGrath
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Geographical Issues Subcommittee

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Sandwich Panel Test Subcommittee

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Component Testing Subcommittee

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AAMA / NPEA / NSA 2100 Subcommittee

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Geoff Roise
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Joe Burns
SunPorch Structures, Inc.

Terry Cavanagh
Terrapin Testing, Inc.

**BYLAWS
of
NATIONAL SUNROOM ASSOCIATION**

**ARTICLE I
NAME AND OFFICES**

Section 1. **Name** - The name of the corporation shall be National Sunroom Association (“NSA”), incorporated under the General Not For Profit Corporation Act of the State of Illinois.

Section 2. **Offices** - NSA shall maintain a registered office in the State of Illinois and a registered agent at that office. NSA may have other offices within or without the state.

**ARTICLE II
PURPOSES AND OBJECTIVES**

Section 1. **Purposes and Objectives** - The purposes and objectives of NSA are:

A. To promote, protect, and advance the sunroom manufacturing industry.

B. To perform functions which shall promote and provide for the welfare of the industry, including but not limited to representing the industry in its contacts and relations with standard making bodies and public authorities, government, the media, and the public; developing and sponsoring programs to inform, educate, and assist the industry in the construction of safe, energy efficient, and environmentally conscious sunrooms, patio covers, solariums, and related structures; developing a reliable and accessible database of industry information; and discussing conditions and opportunities affecting the industry.

C. To do and perform such things that it may deem necessary, advisable, suitable and proper for the conduct of business of NSA and for carrying out its purposes.

**ARTICLE III
MEMBERS**

Section 1. **Classes and Qualifications for Membership** - NSA shall have four (4) classes of membership, as follows. Any entity that is so qualified may apply for membership in NSA in the appropriate class.

(a) **Manufacturer Members** - Any business entity that is actively engaged in the manufacture of sunrooms, patio rooms, solariums, and related structures in North America. Each Manufacturer member shall identify its designated voting representative.

(b) **Affiliate Members** – Any business entity, not eligible to be a Manufacturer member, that is a supplier of products, materials, components, and equipment to business entities eligible to be Manufacturer members, and that has common interest in sunrooms, patio rooms, solariums, and related structures.

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(c) Affiliate Organization Members – Any professional engineer, testing lab or association engaged in the testing or evaluation of sunroom, patio room, and solarium products.

(d) Dealer Sponsor Members – Any business entity, not eligible to be a Manufacturer member or an Affiliate member, engaged in the retail sales of sunrooms, patio rooms, solariums, and related structures.

Section 2. Application Procedure – Any business entity eligible for membership in NSA shall apply for membership in the appropriate class by completing and signing the application form provided by NSA and submitting it to the principal office of NSA with its initial dues payment.

Section 3. Approval of Membership - All applications for membership shall require the approval of the majority of the Board of Directors at its next regular or special meeting, or by mail or electronic ballot. The unanimous vote of the Directors shall be required to approve the application by mail ballot or electronic ballot. Membership in NSA shall constitute an agreement to be bound by these Bylaws and the Participation Agreement, and such other terms and conditions as the Board of Directors may from time to time adopt.

Section 4. Effective Date of Membership - The applicant shall become a Manufacturer, Affiliate, or Dealer Sponsor member (as appropriate) of NSA, effective on the first day of the month following approval of membership.

Section 5. Voting Rights - Manufacturer members shall be entitled to one vote on each matter submitted to a vote of the members and shall be eligible to hold an elective position or office. Affiliate members shall be entitled to one vote on each matter submitted to a vote of the members and shall be eligible to hold an elective position. Affiliate Organization members shall be entitled to one vote on each matter submitted to a vote of the Committees of which they are members, but shall not be eligible to hold an elective position or office. Dealer Sponsor members shall not be entitled to vote for any purpose and shall not be eligible to hold an elective position or office.

Section 6. Voluntary Resignation - Any member may resign by filing a written resignation with the Board of Directors, but such resignation shall not relieve the member of the obligation to fully pay any dues, fees, assessments, or other charges previously accrued and unpaid as of the date of resignation. All rights, privileges and interest of NSA membership, including but not limited to use of NSA's logo, shall cease upon resignation of membership.

Section 7. Involuntary Termination of Membership - The Board of Directors, by affirmative vote of two-thirds (2/3) of all of the members of the Board, may censure, suspend or expel a member for cause, including but not limited to conviction of a felony or the commission of other acts detrimental to NSA, after an appropriate hearing with due notice, conducted in accordance with procedures adopted by the Board of Directors. All rights, privileges and interest of NSA membership, including but not limited to use of

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NSA's logo, shall cease upon termination of membership. Such termination shall not relieve the member of its obligations for dues, fees, assessments or other charges accrued and unpaid. The Board may, by a majority vote of the members present at a regular or special meeting, terminate the membership of any member who becomes ineligible for membership or fails to meet its financial obligations.

Section 8. Reinstatement - Upon written request signed by a former member and filed with the Executive Director, the Board of Directors may, by the affirmative vote of two-thirds (2/3) of the members of the Board, reinstate such former member to membership upon such terms as the Board of Directors may deem appropriate, which may include payment of previously delinquent dues and assessments.

Section 9. Transfer of Membership - Membership in NSA is not transferable or assignable to another business entity that is eligible for membership.

ARTICLE IV MEETINGS OF MEMBERS

Section 1. Annual Meeting - The annual meeting of NSA's membership shall be held at a date, time and place to be determined by the Board of Directors. The results of the election of directors shall be announced and such other business as may come before the meeting shall be transacted.

Section 2. Regular and Special Meetings - Other regular and special meetings of members may be called, from time to time, by the Board of Directors and held at a time and place to be determined by the Board of Directors.

Section 3. Notice of Meetings - Written notice shall include the date, time and place of the meeting of members and must be mailed, faxed, or sent by other electronic means to the members at least ten (10) days before the date of such meeting, unless otherwise provided by law or by these Bylaws. In the case of a special meeting, or when required by law or these Bylaws, the purpose(s) for which such meeting is called shall be stated in the notice.

Section 4. Quorum - One third (1/3) of the voting members of NSA, represented in person, shall constitute a quorum. If a quorum is not present, a majority of the members present may adjourn the meeting to another time without further notice. Withdrawal of members from any meeting shall not cause failure of a duly constituted quorum at that meeting.

Section 5. Manner of Action - If a quorum is present, the act of a majority of the members having voting rights shall be the act of the members, unless the act of a greater number is required by statute or these Bylaws.

Section 6. Voting by Mail or Other Means - Any vote, including the election of directors, may be conducted by mail, facsimile or other electronic means in such manner as the Board of Directors shall determine, consistent with these Bylaws, or as may otherwise be allowed by law.

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Section 7. **Attendance by Telephone** - Members may participate in and act at any meeting of NSA through use of a telephone conference or similar communications equipment by means of which all persons participating in the meeting can communicate with each other or through any technology allowable under law, but only to the extent allowed by the Board of Directors. Such participation in the meeting shall constitute attendance in person at the meeting.

Section 8. **Action Without Meeting** - The members may take any action which they could take at any meeting of the members without a meeting and without a vote, if a consent in writing, including electronic transmission, describing the action so taken, is signed either: (i) by all of the members entitled to vote on the subject, or (ii) by the members having not less than the minimum number of votes that would be necessary to authorize or take such action at a meeting at which all members entitled to vote on the subject were present and voting. After the effective date of the consent, written notice of the action so taken shall be promptly delivered to those members entitled to vote who have not consented in writing.

ARTICLE V BOARD OF DIRECTORS

Section 1. **General Powers** - The Board of Directors shall have full power and authority over the affairs of NSA, and shall also have general strategic planning and policy-making authority with respect to the interests of NSA as a whole and oversight as to the Committees and Working Groups.

Section 2. **Number and Qualifications** - The Board of Directors shall consist of nine (9) representatives of Manufacturer members and representatives of Affiliate members as follows: if there are fewer than twenty-five (25) Affiliate members, there shall be one Affiliate member director; if there are twenty-five (25) Affiliate members or more, there shall be two (2) Affiliate member directors. All directors shall have paid their current dues, fees and other assessments and be qualified to be elected a director, as provided in these Bylaws. No member shall have more than one representative on the Board of Directors.

Section 3. **Nomination** – A representative of a Manufacturer or Affiliate member who wishes to stand for election to the Board of Directors shall file his/her candidacy on forms provided for that purpose by NSA and submit the forms to the office of NSA in accordance with these Bylaws and such nomination policies as may be adopted by the Board of Directors.

Section 4. **Election** – Election to the Board of Directors shall be conducted by mail ballot or electronic ballot, distributed to the voting members of NSA. Candidates shall be elected by a plurality vote in accordance with these Bylaws and such election policies as may be adopted by the Board of Directors. The results of the election shall be announced at the Annual meeting of the NSA membership.

Section 5. **Proxies.** Voting by proxy shall not be permitted on any matter.

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Section 6. **Terms of Office** – Newly elected directors shall take office at the conclusion of the annual meeting of members at which their election has been ratified. All directors shall serve a term of three (3) years, or until election of their successors. If an additional Affiliate member director is to be elected, the initial term shall be established to provide for future elections in alternate years. No director shall be eligible to serve more than three (3) consecutive terms without the interruption of at least one year.

Section 7. **Vacancies** - Any vacancy occurring in the Board of Directors shall be filled by the affirmative vote of a majority of the remaining directors until a new director is elected by the Manufacturer members or Affiliate members, as appropriate. A director elected to fill a vacancy shall be elected for the unexpired term of his/her predecessor in office, and may be eligible for re-election to serve two (2) additional terms.

Section 8. **Resignation** - Any director may resign at any time upon written notice to the Executive Director of NSA. Such resignation shall take effect at the time specified therein, and no acceptance of such resignation shall be necessary to make it effective.

Section 9. **Removal** - Any director may be removed before the expiration of his/her term of office with or without cause by a two-thirds (2/3) vote of the members entitled to vote on removal of directors, at a meeting at which a quorum is present, provided written notice of the meeting is delivered to all such members at least twenty (20) days before the meeting stating that a purpose of the meeting is to vote on removal of the named director(s).

Section 10. **Annual Meeting** - An annual meeting of the Board of Directors shall be held without other notice than these Bylaws in conjunction with and at the same place as the annual meeting of the NSA general membership for the purpose of election of officers and for the transaction of such other business as may properly come before the meeting.

Section 11. **Regular Meetings** - The Board of Directors shall hold at least one additional regular meeting of the Board without other notice than these Bylaws.

Section 12. **Special Meetings** - Special meetings of the Board of Directors may be called by the President or upon written request of at least five (5) directors. The person(s) calling such a meeting shall fix the place and time of the special meeting.

Section 13. **Notice** - The notice or waiver of notice of any meeting of the Board need not specify the business to be transacted at, nor the purpose of, such meeting unless specifically required by law or by these Bylaws. Written notice of any special meeting of the Board of Directors shall be given to each director within sufficient time to be received, but in no event less than forty-eight (48) hours in advance of the meeting with notice delivered by facsimile or other electronic means, unless otherwise provided by law or these Bylaws. The purpose(s) for which the special meeting is called shall be stated in the notice. Any director may waive notice of any meeting. If all the directors are present or those absent have waived notice or have otherwise signified in writing their consent to

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the meeting being held in their absence, such special meetings may be held without written notice.

Section 14. Quorum – A majority of the Board of Directors then in office shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, provided that at least one officer of NSA is present. If less than a quorum is present at said meeting, a majority of the directors present may adjourn the meeting without further notice. Withdrawal of directors from any meeting shall not cause failure of a duly constituted quorum at that meeting. Directors may not vote by proxy on any matter submitted to the Board for Directors.

Section 15. Manner of Action - The act of a majority of the directors present and voting at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or these Bylaws.

Section 16. Action Without Meeting - Any action which could be taken at a meeting of the Board of Directors may be taken without a meeting if all members of the Board consent thereto in writing, including electronic transmission, and the writing(s) describing the action taken is filed with the minutes of proceedings of the Board. Such action by written consent shall have the same force and effect as the unanimous vote of such Directors.

Section 17. Attendance by Telephone - Directors may participate in and act at any meeting of NSA through use of a telephone conference or similar communications equipment by means of which all persons participating in the meeting can communicate with each other or through any technology allowable under law, but only to the extent allowed by the Board of Directors. Such participation in the meeting shall constitute attendance in person at the meeting.

Section 18. Compensation - Directors shall serve without compensation.

ARTICLE VI OFFICERS

Section 1. Officers - The elective officers of NSA shall be a President, a Vice President, a Secretary, and a Treasurer. The Board of Directors may also elect such other officers as it deems appropriate.

Section 2. Qualifications – Each NSA officer shall be a full-time employee of a Manufacturer member of NSA.

Section 3. Election and Term of Office – Elective officers shall be elected annually by the affirmative vote of a majority of the Board of Directors at the first meeting of the Board of Directors following the annual meeting of members, and shall hold office for a term of one year or until his/her successor is elected. The President and Vice President may be reelected for three (3) successive one-year terms. After serving four (4) successive terms as President, a director shall not be reelected President until two (2) years have lapsed. A President whose term in office and term on the Board of Directors have expired may serve as Past President and ex-officio director without voting rights for a term of one year immediately after leaving office. The Secretary-Treasurer may be reelected for successive one-year terms.

Section 4. President - The President shall be the principal elective officer of NSA and shall preside at meetings of the members and the Board of Directors. Subject to the direction and control of the Board of Directors, the President shall perform all duties incident to the office of President and such other duties as may be assigned by the Board of Directors from time to time.

Section 5. Vice President - The Vice President shall perform such duties and have such powers as may be assigned by the President or by the Board of Directors from time to time. Further, in the absence of the President or in the event of his/her inability or refusal to act, the Vice President shall perform the duties of the President and, when so acting, shall have all the powers of and be subject to all the restrictions upon the President.

Section 6. Treasurer - The Treasurer shall remain fully advised as to the financial condition of NSA and shall regularly report to the Board of Directors on the financial conditions of NSA and the adequacy of the accounting records of NSA. The Treasurer shall have such other duties as prescribed by the President or the Board of Directors from time to time.

Section 7. Secretary - The duties of the Secretary may be delegated to the Executive Director, in which case the office of Secretary shall not be filled by election. The Secretary shall keep the minutes of the meetings of the members, the Board of Directors, and the Committees and Working Groups, in one or more books provided for that purpose; see that all notices are given in accordance with the provisions of these Bylaws or as required by law; be custodian of the corporate records and of the seal, if any, of the Association; keep a register of the post-office and electronic addresses of each

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member; and in general perform all duties incident to the office of Secretary and such other duties as assigned by the President or the Board of Directors from time to time.

Section 8. Vacancies - The Board of Directors may fill any vacancy in any office for the unexpired portion of the term.

Section 9. Removal - The Board of Directors may remove any officer elected by the directors whenever in its judgment the best interests of NSA would be served. An officer indicted for a felony violation during his/her term shall automatically be suspended from office and the Board of Directors for the duration of that term or until such indictment is dismissed. Upon conviction, a new officer shall be elected by the Board of Directors within twenty-one (21) days.

ARTICLE VII COMMITTEES and WORKING GROUPS

Section 1. Executive Committee - The Executive Committee shall be comprised of the officers and shall exercise the authority of the Board of Directors in the management of NSA between meetings of the Board of Directors, taking action as needed to maintain the viability of NSA, except as specifically limited by law or by the Board of Directors.

Section 2. Audit Committee - An Audit Committee may be appointed from the Board of Directors by the affirmative vote of a majority of the Directors. The Audit Committee shall consist of the Secretary-Treasurer of NSA, one other member of the Board of Directors, and the Executive Director. The Audit Committee shall review NSA's annual Audited Financial Statement prepared by an independent certified public accountant and shall report to the Board of Directors at its annual meeting. Meetings of the Audit Committee may be held upon such notice and call as specified by the Board of Directors.

Section 3. Other Committee and Working Groups - The Board of Directors shall designate other standing Committees or Working Groups as are, in its opinion, advisable or necessary to carry on the work of NSA. The Board shall appoint at least one director to each Committee and Working Group. All other members shall be employees or designated voting representatives of Manufacturer, Affiliate, and Affiliate Organization members. All such Committees and Working Groups shall make periodic reports to the Board of Directors. The activities of these Committees and Working Groups shall be subject to limitations as may be prescribed by the Board of Directors.

Section 4. Voting Rights – Multiple representatives from Manufacturer, Affiliate, and Affiliate Organization members may serve on Committees and Working Groups, provided that each Manufacturer, Affiliate, and Affiliate Organization member shall be entitled to only one vote on any matter submitted to a vote of the Committee and Working Group. Each Manufacturer, Affiliate, and Affiliate Organization member shall specify which of its representatives shall have the power to vote at Committee and Working Group meetings by giving written notice to NSA.

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Section 5. **Term of Office** - The Board of Directors shall appoint a Chair from among the Manufacturer and Affiliate member Committee representatives on each Committee and Working Group. Each Chair shall serve until his/her successor is appointed, unless the Committee or Working Group is terminated sooner. Each member of the Committee or Working Group shall continue until his/her successor is appointed, unless the Committee or Working Group is terminated sooner.

Section 6. **Meetings** - Meetings of the Committees and Working Groups may be called by the NSA President, the Chair of the Committee or Working Group, or upon written request of at least two (2) members of such Committee or Working Group. The person(s) calling such a meeting shall fix the place and time of the special meeting.

Section 7. **Notice** - Written notice of any Committee or Working Group meeting shall be provided to each Committee or Working Group member within sufficient time to be received prior to the meeting, but in no event less than forty-eight (48) hours in advance of the meeting with notice delivered by facsimile or other electronic means, unless otherwise provided by law or these Bylaws. The purpose(s) for which the meeting is called shall be stated in the notice.

Section 8. **Quorum** - One third (1/3) of all voting members of the Committee or Working Group shall constitute a quorum, unless otherwise provided in these Bylaws.

Section 9. **Manner of Acting** - The act of a majority of the members present and voting at the Committee or Working Group meeting at which a quorum is present shall be the act of the Committee or Working Group, unless otherwise provided in these Bylaws.

Section 10. **Attendance by Telephone** – Members of Committee and Working Groups may participate in and act at any Committee or Working Group meeting through use of a telephone conference or similar communications equipment by means of which all persons participating in the meeting can communicate with each other or through any technology allowable under law, but only to the extent allowed by the Board of Directors. Such participation in the meeting shall constitute attendance in person at the meeting.

Section 11. **Action Without Meeting** - Any action which may be taken at a meeting of a Committee and Working Group may be taken without a meeting if a consent in writing, including electronic transmission, describing the action so taken, is signed either: (i) by all of the members of the Committee and Working Group entitled to vote with respect to the subject matter, or (ii) by the members having not less than the minimum number of votes that would be necessary to authorize or take such action at a meeting at which all members entitled to vote on the subject were present and voting. After the effective date of the consent, written notice of the action so taken shall be promptly delivered to those members entitled to vote who have not consented in writing.

**ARTICLE VIII
DUES AND ASSESSMENTS**

Section 1. Obligation to Pay Dues - Membership in NSA carries a definite obligation to pay dues and assessments as established in accordance with these Bylaws. Membership is renewable without notice, and a member who does not give notice of withdrawal from NSA prior to the commencement of NSA's fiscal year shall be liable for all dues and assessments relating to that fiscal year.

Section 2. Dues - The annual dues for each class of members of NSA shall be established by the Board of Directors from time to time. Any changes in annual dues shall take effect at the beginning of NSA's next fiscal year.

Section 3. Special Assessments - Special assessments may be levied by affirmative vote of a majority of the Board of Directors from time to time.

Section 4. Suspension and Termination for Failure to Pay Dues and Assessments - Members who fail to pay their dues or assessments within sixty (60) days from the time they become due shall be suspended from all privileges including voting, holding elective or appointed office, and claiming member discounts for NSA shows and meetings, and shall be so notified by NSA. If payment is not made within the next succeeding sixty (60) days, members shall be deemed to have resigned from membership and, without further notice and without a hearing, shall be dropped from the rolls and forfeit all rights and privileges of membership. The Board of Directors may, however, from time to time, prescribe procedures for extending the time for payment of dues and continuation of membership privileges upon request of a member and for good cause shown.

**ARTICLE IX
GENERAL PROVISIONS**

Section 1. Executive Director - The Board of Directors shall employ or retain a person or firm to administer, manage and direct all functions and activities of NSA. He/she shall have the title of Executive Director, shall serve as the chief operating officer of NSA, shall have authority to execute contracts on behalf of NSA, and may act as Secretary of NSA. The Executive Director shall be responsible to the President and to the Board of Directors, and shall perform such other duties as the Board of Directors may assign from time to time.

Section 2. Legal Counsel - The Board of Directors shall retain Legal Counsel for NSA upon such terms and conditions as the Board shall deem advisable.

Section 3. Contracts - The Board of Directors may authorize any officer or agent of NSA to enter into any contract or execute and deliver any instrument in the name of and on behalf of NSA and such authority may be general or confined to specific instances.

Section 4. Deposits, Checks, Drafts, Etc. - All funds of NSA shall be deposited, from time to time, to the credit of NSA, in such banks, trust companies or other

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depositories as the Board of Directors may select. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of NSA may be signed by the officers or agents of NSA and in such manner as shall, from time to time, be determined by resolution of the Board of Directors. The Executive Director of NSA shall be delegated this authority unless otherwise directed by the Secretary-Treasurer.

Section 5. Fiscal Year - The fiscal year of NSA shall be as determined by the Board of Directors.

Section 6. Audit - The accounts of NSA shall be audited on a regular basis by an independent Certified Public Accountant approved by the Board of Directors.

Section 7. Books and Records - NSA shall keep correct and complete books and records of accounts; minutes of the proceedings of its members, Board of Directors, Executive Committee and Audit Committee, and Committees and Working Groups; and a record giving the names and addresses, both post office and electronic, of all members at the registered or principal office of NSA. All books and records of NSA may be inspected by any member for any reasonable and proper purpose at any reasonable time.

Section 8. Delivery of Notice - Any notice required to be given by statute, the Articles of Incorporation or these Bylaws, shall be deemed to be delivered according to the following rules: upon personal delivery ; if by mail, when deposited in the United States mail in a sealed envelope, properly addressed, with postage prepaid; if by facsimile, when the facsimile is sent via the facsimile number shown for the member/director on the records of NSA; if by telegram, when the telegram is deposited with the telegraph company; if electronically, when transmitted to such address shown for the member/director on the records of NSA; and if by overnight mail, when deposited with the shipping company in a sealed envelope, properly addressed, with shipping charges prepaid or billed to sender's account.

Section 9. Waiver of Notice - A written waiver of any notice required to be given by statute, the Articles of Incorporation or these Bylaws, signed by the person(s) entitled to such notice whether before or after the time stated, shall be deemed equivalent to the giving of such notice. Attendance at a meeting shall constitute a waiver of notice of such meeting, except where a person attends a meeting for the express purpose of objecting to the holding of the meeting because proper notice was not given.

Section 10. Loans Prohibited and Limitations on Rights of Members – NSA shall not make any loans. No member of NSA Shall have any vested right, interest, or privilege of, in, or to the assets, functions, or affairs of NSA.

Section 11. Use of Funds and Dissolution – NSA shall use its funds only to accomplish the objectives and purposes specified in its Articles of Incorporation, and no part of its funds shall inure or be distributed to the members of NSA. Upon dissolution of NSA, any funds remaining shall be distributed in the manner specified in the Articles of Incorporation of NSA.

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Section 12. **Bonding** - The Board of Directors may require any officer, director, employee, or agent of NSA, to furnish at the expense of NSA, a fidelity bond, in such a sum as the Board shall prescribe.

Section 13. **Procedure** - All meetings of NSA shall be governed by parliamentary procedure as set forth in the most recent edition of *Robert's Rules of Order* when not inconsistent with law or these Bylaws.

Section 14. **Writing** - Actions required to be “written” or “in writing,” or to have written consent or written approval or the like by or of members, directors, or committee members shall include any communication in the Articles of Incorporation or by policy or procedure of the Board of Directors. A requirement for a signature shall be satisfied by any means recognized by law, *e.g.*, electronic signature, transmitted or received by electronic means, or by any other technology permitted by law and not prohibited by policy or procedure of the Board of Directors.

Section 15. **Compliance With I.R.C. Section 501(c)(6)** - NSA shall operate and conduct its activities in accordance with those permitted a nonprofit association under Internal Revenue Code Section 501(c)(6).

ARTICLE X

LIABILITY, INDEMNIFICATION AND INSURANCE

Section 1. **Limitation of Liability** - No director, officer, employee, or agent of NSA acting in his/her official capacity shall be liable for damages resulting from the exercise of judgment or discretion in connection with the duties or responsibilities of such director, officer, employee or agent, except to the extent dictated by law.

Section 2. **Indemnification** - NSA shall indemnify and hold harmless to the full extent permitted by law any person who is or was acting in his/her official capacity as a director, officer, employee, or agent of NSA, or who is or was serving in his/her official capacity at the request of NSA as a director, officer, employee, or agent of another corporation, partnership, joint venture, trust or other enterprise.

Section 3. **Insurance** - NSA shall be required to purchase and maintain insurance for such indemnification of such directors, officers, employees, or agents against any liability asserted against such person and incurred in any such capacity, or arising out of such person’s status as such, regardless of whether NSA would have the power to indemnify against such liability.

ARTICLE XI
AMENDMENTS

Section 1. **Amendments** - The power to alter, amend, repeal the Bylaws, or adopt new Bylaws, shall be vested in the members of NSA. Such action may be taken by a two-thirds (2/3) vote of the members at any regular or special meeting, or as otherwise provided in these Bylaws, provided the proposed changes are submitted to all members with written notice of the meeting at least thirty (30) days prior to any vote.