

Legal Committee Guidelines, approved by SHCA Board, October 21, 2015

Bylaw Provisions Members Governing the Committee.

Article VII B. The Chair of the Committee is to be appointed by the President of the Civic Association and is required to be approved of by the Board. The chairperson of a Standing Committee (the Legal Committee is a standing Committee, Article VII A) shall serve a one-year term through the end of the Fiscal year (i.e. through May 31) but shall continue to serve until reappointed or until a successor has been confirmed. A Chairperson may serve consecutive terms without limitation.

Bylaw, Article VII C provides Membership on each Standing Committee shall be determined in accordance with guidelines prepared by each committee and approved by the Board.

Guidelines for Members of the Committee.

Members of the Legal Committee, including its Chair, must be members in good standing of the Pennsylvania Bar. Members, other than its Chairperson, shall be appointed, from time to time, by the Chairperson, as the Chairperson deems necessary to provide pro bono legal services to the Civic Association. Appointments to the Committee may vary in length and shall be for the time needed for the appointed member to complete the pro bono services to be performed. The Committee may have the Chairperson as its only member, if the Chairperson is able and willing to provide all pro bono legal services needed by the Civic Association or if the Chairperson is unable to obtain other members.

Purpose.

No Committee Member shall be requested to render advice outside of his or her area of expertise. The Legal Committee is authorized and shall perform all of the below services, on a pro bono basis.

1. The Legal Committee shall provide legal advice and counsel to the: (a) Civic Association's Board ("Board"); (b) the Executive Committee and the Members of the Executive Committee; and (c) the Subsidiaries, Committees and task forces and other groups formed by the Civic Association's Board.
2. The Legal Committee shall review all contracts and agreements, prior to execution, which would obligate the Civic Association to pay for goods or services, exceeding One Thousand (\$1,000) Dollars in amount.
3. The Legal Committee in consultation with the President shall, subject to the approval of the Board, determine if the Civic Association shall initiate any legal proceeding.
4. The Legal Committee shall make reports to the Board and the President as it deems necessary and/or as requested by the Board or President.

The Board on the recommendation of the Legal Committee shall hire outside counsel, if the Board deems outside counsel to be desirable.