

Amendment XXI to Robotics for All Corporate Bylaws

Addition of Legal Affairs Director

Recommendation (proposed and written by Edmund Lam):

Robotics for All is currently missing a legal advisor. Although this was historically merged under the Treasury/CFO position, due to the recent growth of the organization, the breadth and amount of legal work is likely to increase. As the Treasurer/CFO is not expected to manage legal matters unrelated to capital and expenses, a legal position should be added to deal with legal disputes and other issues.

BENEFITS:

- **Organization:** Legal documents and info will all be consolidated under one branch, thus allowing for easier access and minimizing risks of duplicated efforts with regards to legal documents or counsel.
- **Legal Counsel:** With the addition of someone focused solely on legal issues, this person can manage finding accurate legal clarification and counsel.
- **Policy Briefs:** Legal manager will handle compiling policy briefs on relevant legal information relating to the organization.
- **Paperwork:** Legal documents and paperwork will be filed by the legal assistant; this helps with organization of legal documents and information, as well as the accuracy of legal information.
- **Accuracy:** A specialized legal director will ensure all legal paperwork and documents meet local law and regulation requirements.
- **Communication:** The legal official will be able to manage contact with lawyers, government/public officials, and other legal entities. Centralization of legal information will allow different branches requiring legal assistance to obtain it easily and efficiently.

DOWNSIDES:

- **Role conflicts with Treasurer:** As Treasurer/CFO currently manages legal issues specifically relating to expenses- and revenue-related issues, there will be a need to either draw a distinct line at where the responsibilities transfer over, or rethink what the Treasurer should be responsible for.

Sample Amendment to Bylaws

3.5.9 Director of Legal Affairs

The Treasures duties shall be:

- a. They shall provide legal clarification and counsel when required.
- b. They shall assist in compiling policy briefs on relevant legal information relating to the organization.
- c. They shall be responsible for the filing of all legal paperwork and documents.

- d. They shall ensure that all legal documents meet the requirements of local laws and regulations.
- e. They shall manage communication with lawyers, legal advisors, government officials, and other legal entities.

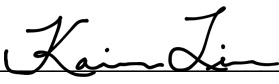
Like all positions, this position is a dual position: a board member position and a member of the executive committee. The compensation for this position shall be at most 20 hours/month at the minimum wage of the City of Palo Alto (https://www.cityofpaloalto.org/business/minimum_wage.asp). If more hours are counted, they will be considered community service.

APPROVED/REJECTED (circle one) by the Board of Directors on this 15 day of Nov., 2020

Aye: 0 Nay: 12 Abstain: 0 Absent: 0



Maximilian Goetz, President - Robotics for All, Inc.



Karina Liu, Secretary - Robotics for All, Inc.