

Bylaws, Standing Rules and Procedures Committee



Purpose: To provide guidelines for overall governance of the Saint Paul Chapter consistent with the MN-ND-SD Division Bylaws and Standing Rules and Procedures and the International Bylaws and Procedures.

Duties:

1. Receive all suggestions for amendments to the Bylaws, Standing Rules and Procedures of this Chapter. Compile, format and submit for action by the membership in accordance with Article X of the Bylaws.
2. Maintain conformity in Chapter Bylaws, Standing Rules and Procedures with Bylaws and International Procedures and Division Bylaws, Standing Rules and Procedures.
3. Submit Chapter Bylaws, Standing Rules and Procedures and/or amendments thereto to the Division Bylaws, Standing Rules and Procedures Committee for review and approval in accordance with Bylaws and International Procedures and Division Bylaws, Standing Rules and Procedures.
4. Assist the Board of Directors and the membership in preparing and submitting amendments to the Bylaws and International Procedures and/or Division Bylaws, Standing Rules and Procedures on behalf of the Chapter.
5. Review all amendments to International Bylaws and Procedures and/or Division Bylaws, Standing Rules and Procedures on behalf of the Chapter.

Time Involvement

- Committee meets when needed to review Chapter Bylaws.

Deadlines and Reports

1. Updated Chapter Bylaws, Standing Rules and Procedures are required to be submitted to the Division Bylaws, Standing Rules and Procedures Committee on a four-year rotation basis. The Chapter President and Committee Chair will be notified of such rotation.
2. Submit final report to Chapter President upon request.

Committee Structure

- Committee Leader/ 4 committee members

Skill Building

- Attention to detail, Business Writing, Organization, Project Planning