

Area 75 Proposal Form
Used for Documenting Proposals for Consideration by Area 75

Proposal Sponsor(s): Drew A [REDACTED] on behalf of the Ad-hoc Area Handbook Revision Committee
Sponsor's Phone: 262-358-0337

Sponsors Service Position: Ad-hoc Committee Secretary
Ad-hoc Committee: Nancy H, Jo McL, Barb W, Joan J, Drew A

Describe your proposal (attach any supporting documentation)

Rescind 1992/03/22 Assembly Action that reads: "To read the minutes of the working part of the assemblies/meetings and not to read the Committee Reports."

Adopt the following procedure for approval of Area 75 Assembly minutes:

Prior to the assembly meetings, the Area Secretary distributes Area 75 Assembly Minutes to the area committee and others who request to receive the minutes. In addition, copies of the minutes are available at the assembly where they can be reviewed prior to approval. The Area Chair will ask if there are any additions or corrections to the minutes as printed. If corrections or additions are needed, the Secretary will note the corrections. The Chair will then ask for a motion to approve the minutes as printed or as corrected. A simple majority vote is necessary to approve the minutes. Corrected minutes will be posted on Area Website and sent to the Area 75 Archives within thirty days of the assembly meeting.

List the primary benefits of your proposal to the area. (Why should we adopt this idea?)

The current procedure is not clear on what should be read at an assembly. Copies of the minutes are distributed within one month of the assembly meeting to everyone listed in the area directory either by e-mail or postal mail. The proposed procedure will eliminate confusion on what needs to be read at the assembly meetings and clarify the approval process for the minutes of Area 75 Assemblies. Adoption of this proposal will also help streamline the flow of business during an assembly meeting.

Estimate any funding required. Outline where funding would come from. Explain whether this is a one-time or ongoing expense.

No additional funding is necessary. Sending out Area 75 Assembly minutes and having copies available at an assembly is already an ongoing expense of the area.