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## I. Goal

- A. Review at least 20 chapter and five (5) district bylaws and policies, by year end, giving feedback within 30 days of receipt.
- B. Attend five (5) bylaw and policy review meetings (chapter or district), during the year, to provide assistance with their review.
- C. Hold the State Bylaw and Policy review by December 1, 2017 with at least one (1) member from each of the four (4) areas.
- D. Provide "Crown Challenges" to chapters and districts for running efficient business meetings and tips on how to follow Robert's Rules of Order.

## II. IMPLEMENTATION

- A. Review at least 20 chapter and five (5) district bylaws and policies, by year end, giving feedback within 30 days of receipt.
  1. Contact chapter presidents and district directors via email, on the Parliamentarian website, FaceBook page and chapter mailing requesting them to send their bylaws and policies to be reviewed.
  2. Utilize state publications to promote submission of bylaws and policies for review.
  3. Offer an incentive drawing at Annual Convention for chapters and districts submitting their bylaws for review.
- B. Attend five (5) bylaw and policy review meetings (chapter or district), during the year, to provide assistance with their review.
  1. Contact chapter presidents and district directors via email, on the Parliamentarian website, FaceBook page and chapter mailing that I am available to attend their bylaws and policies review.
  2. Work with CMVP to determine chapters or districts that may benefit from assistance from the State Parliamentarian.
  3. Work with Extensions Director to ensure new chapters have bylaws and policies in place.
  4. Work with 2 and Under Chapters to ensure they have updated bylaws and policies.
- C. Hold the State Bylaw and Policy review by December 1, 2017, with at least one (1) member from each of the four (4) areas.
  1. Set a date and secure a location near the metro area.
  2. Promote attendance and offer an incentive for those attending in state publications, emails, and on the Parliamentarian website and FaceBook page.
  3. Offer a Go-To meeting for those that cannot travel and would like to attend.
- D. Provide "Crown Challenges" to chapters and districts for running efficient business meetings and tips on how to follow Robert's Rules of Order.
  1. Offer Robert's Rules of Order information monthly on the Parliamentarian FaceBook page and in each CIP.
  2. Provide training of Robert's Rules of Order in state publications, Parliamentarian website, FaceBook page, and at visitations.
  3. Provide a special challenge on parliamentary procedure each month on FaceBook page and draw for a winner at each convention.