Committee Charges for 2010-2011:
1. Maintain the Bylaws and Procedures of the SNMTS.
2. Review all proposed amendments to the Bylaws and report them to the Executive Board (EB), as well as the National Council.

Current Working Objectives/Goals:
1. Update SNM Procedure Manual to be consistent with current committee charges.
2. Work with Nominating Committee to ensure election procedures are followed.

Progress of Charge/Objectives/Goals to Date:
1. The mission statement was presented at the MWM to the NCOR and EB. They both voted to approve adding it to the Bylaws. Following the MWM, and after further review, the Bylaws committee determined that there is only an “objective” section, not a mission/vision statement listed in the Bylaws. There are several options moving forward; replace the objectives with the mission/vision, add a section for mission/vision, or do not include mission/vision in the bylaws.

   The 2010 Committee decided to amend the bylaws to include the mission and vision statements. However, the election process had already begun, so this will be included for next year’s election (2011-2012).

   The 2011 Bylaws Committee will be reviewing the Bylaws to determine the best way to include the mission statement for the 2011 National election.

2. The NMAA Council submitted a proposed change to the Bylaws to add a seat to the NCOR for the NMAA Council. All councils currently submit business plans and budgets to the Finance Committee and the SNM Board for approval. The NMAA Council is required to follow the same process. The council process was a concern to the Executive Board because the NMAA Council would be able to request funds and plan activities without the NCOR or Executive Board being advised of those plans.

   In addition, the NMAA Council now has two seats on the Committee on Councils and Centers and two seats on the HOD. The Council does not have a seat on the NCOR. The NMAA Council approved a motion to submit a resolution to the Bylaws Committee requesting a seat for a NMAA Council member on the NCOR so the Council can report on Council activities and budgets. The Executive Board supports the NMAA Council request for a Bylaws change.

   After collecting additional information from the NMAA Council regarding the exact procedures and process following the proposal to add a specialty area representative for the NMAA council, the NMAA Council agreed to withdraw their resolution and request that the Speaker of the NCOR invite the NMAA representative to provide an update and feedback to the NCOR during regularly scheduled meetings. The NMAA Council and Bylaws Committee did not feel that at this time it was necessary to add a new specialty area to the voting members of the NCOR.

3. The NCOR Checks and Balances Task Force requested that the SNMTS Bylaws Committee review the Bylaws can procedures to determine if there was an existing policy for attendance for voting and non-voting members of the NCOR and Executive Board. Upon review, the Bylaws Committee
Indicated that there were references to attendance, but no policy (pg. 11 in the procedure manual). Currently, in the Policy and Procedures it states that members must “attend and be prepared for all NCOR meetings,” it goes on to say “attendance at NCOR meetings should be mandatory.”

The committee agreed that the policies needed to be amended to reflect a clear policy for missing meetings. Suggested ideas included; (1) if you miss two meetings you will be notified in writing that you are on probation (2) if do not submit report a notice will be sent to you and your chapter president.

David Urani and Laura Wall will work with Nikki to draft the language, the approved language will be sent to the NCOR and Executive Board for approval during the June 2011 meeting.

**Additional Goals/Objectives Added for 2010-2011:**
None at this time.