

NAKPEHE OFFICER/COMMITTEE CHAIR REPORT FORM

**Progress Report
September 18, 2008
Conference Call Meeting**

Report #: 7.2

Name of Office/Committee: By Laws

Person Submitting Report: Beverly Mitchell

Progress Report/Tasks Completed:

The Bylaws Committee incorporated editorial and substantive changes to all operating codes since the April 2008 meeting. All members of the board were notified about the corrected codes posted on the NAKPEHE website at:

<http://www.nakpehe.org/bylawscodes.html>

Any substantive changes to the codes should be proposed at a future meeting and action taken by the board where appropriate. Any editorial revisions can be submitted directly to the Bylaws Committee.

Suggestions for Future Plans Related to this Office/Committee

Request 1: The Bylaws Committee requests that before any motions related to operating codes or bylaws are formally proposed to the Board of Directors for approval, consider the implications of such motions to other operating codes reflecting responsibilities of offices/committees.

Request 2: The Bylaws Committee requests that before any motions related to operating codes or bylaws are formally proposed to the Board of Directors for approval, notify the chair of the Bylaws Committee of such action(s).

Request 3: The Bylaws Committee requests that the language of any motion related to changes in bylaws or operating codes accurately reflects the intent of the change and is carefully crafted for meaningfulness, clarity, accuracy, and checked for proper grammar.

Action Required by Board:

None at this time.

However, the Bylaws Committee wishes to formally acknowledge Robert McKethan, NAKPEHE's volunteer webmaster, for the untold hours he spent working with our committee to ensure documents were readily available on the website. He uploaded/exchanged operating codes multiple times over the summer! The chair, especially, is grateful for his ever-present positive attitude