

Secretary's Report
Policies and Procedures Sub-Committee Report/Minutes
April 12, 2021

The proposed SPMS By-laws and Policies and Procedures changes with track changes and new language were send via email to all SPMS registered members on March 31, 2021. Specific instructions were included as to how to send comments and suggestions to the Policies and Procedures Sub-Committee.

On April 12, 2021, the By-Laws and Policies and Procedures sub-committee met to review the five (5) comments and suggestions that were received thus far. All members who sent comments received feedback from the committee.

BY_LAWS

Section I: - 8 (3 comments) pertaining to *unusual situations*.

After discussion, it was decided to delete *unusual situations* and retain the current By-Law language

Section VIII - 7). (1 comment) *To review and approve all disbursements by the Treasurer that are not within the approved budget.*

After discussion, it was decided to retain the current By-Law language.

Proposal to add reference and definition to Southwest Zone.

The By-Laws are posted with the updated changes listed above and they are noted in track changes.

POLICIES AND PROCEDURES

Comments and additional clarification was received from members, committee chairs, and contractors.

The Policies and Procedures are posted with the updated changes and they are noted in track changes.

Respectfully submitted,

Diana Dolan LaMar
SPMS Secretary