

## Area 17 Proposal Form

(Used for documenting proposals/motions for consideration by Area 17)

Choose one: This is: 1. A DRAFT of the proposal    2. A Formal Proposal/Motion

### **Proposal:**

*In Secretary's Duties, remove line D*

“Assist the area chair to publish an agenda thirty (30) days before each assembly or committee meeting.”

*And remove line H*

“Send copies of approved area minutes to the Conference Coordinator at G.S.O.”

### **Background information:**

This would change the written to duties to reflect actual practice. The Chair often requests review of agenda from Alternate Chair, but the Secretary does not regularly assist, and the Secretary historically does not send approved minutes to the Conference Coordinator at G.S.O

(Please submit in writing to the Area 17 Chair)

Submitted by: Area 17 Structures & Guidelines Ad Hoc Committee

Date received: