

By-Laws & Manual Revisions Committee

Committee Responsibilities

This Committee reviews the association's By-Laws, Policies, Manual, and New Member Informational Video.

By-Laws Amendment(s)

Amendment(s) to the association's By-Laws require membership approval. Proposed By-Laws amendments shall be provided in writing to the membership at least 45 days prior to the annual business meeting. Proposed By-Laws amendments and/or changes to the amendments may be proposed at the time of the annual business meeting if presented in written form to all members present. Technical corrections may be accepted by the presiding officer during discussion.

Policies and Manual Revisions

Revisions to the association's policies and manual require Board approval. The By-Laws/Manual Revisions Committee, under the direction of the Chair and at the conclusion of each legislative session, shall perform an annual review of the association's policies and manual. Each member of the Committee will be assigned various chapters to review and recommend changes to the Chair. The Chair shall present a compilation of recommended changes to the board for their review and approval. Additionally, the Committee shall perform a comprehensive review of the same every five years, beginning in the year 2020.

New Member Informational Video (2023 Class Three Project)

The Committee will review annually (after Florida's Legislative Session) the new member informational video produced as the 2023 Class Three Project. If changes are necessary to the video, the Committee will advise the Board of Directors of the recommended changes and staff will facilitate changes being made. The Committee should also advise the Board if they believe the video should no longer be utilized as a resource provided to new members.