

3040.8  
COMMITTEES  
(approved 1/99; 1/10; 10/10; 8/13; 9/17)

Policy Committee Chair  
Job Description

It is the responsibility of the policy committee chair to oversee the work of this committee. The goal of the policy committee is to review the policy manual and recommend changes to the board of directors. The committee consists of the past president and at least one other board member. The past-president will chair this committee.

General Duties:

1. To review the policy manual annually and recommend changes to the board.
2. To present policy recommendations.  
April - 1000, 2000, 3000  
July - 4000, 5000, 6000  
October - 7000, 8000, 9000, 10000
3. To maintain a current board policy manual and bring to each board meeting.
4. To maintain copies of important documents to be passed on to the next chair.