

REGION IV FALL 2010 PROPOSED MANUAL CHANGE 3

Motion :

Move to revise the **Definitions, Duties, Guidelines Section 4. Officer Liaisons to Committees and Coordinators** as follows:

Region IV shall have the following committee and coordinator structure, with each board member acting as liaison to a assigned committees and a coordinators:

COMMITTEE
Convention

OFFICER LIAISON
Region IV Chairman

COORDINATOR
~~Office Manager~~

Submitted by:

Michele M. – Vice Chair

Intent:

Update to remove the Office Manager position.

Cost:

None

Rationale:

Keep manual current.

REGION IV FALL 2010 PROPOSED MANUAL CHANGE 4

Motion:

Move to revise the **Definitions, Duties, Guidelines 11. Responsibilities of the Region IV Manual Coordinator** Duties item 2. as follows:

<u>Current Wording:</u>	<u>Proposed Wording:</u>
<p>2. Contact the Region IV Office Manager to determine the number of new RRs that have registered for the next assembly. Produce full copies of the manual for the number of new RRs plus an additional 2 copies and supply ½ inch three ring binders.</p>	<p>2. Contact the Region IV Office Manager <u>Assembly Planning Coordinator</u> to determine the number of new RRs that have registered for the next assembly. Produce full copies of the manual for the number of new RRs plus an additional 2 copies and supply ½ inch three ring binders.</p>

Submitted by:

Gene O. – Unity Intergroup.

Intent:

Update Guidelines to remove reference to the Office Manager and reassign tasks.

Cost:

None

Rationale:

Keep references current.