

NeASFAA Annual Association Business Meeting
Association Governance Committee Report
Sheila Johns
March 2021

The Association Governance Committee was comprised of Marty Habrock, Justin Brown, Ritchie Morrow, and Sheila Johns.

The committee was tasked with reviewing and making revisions, when required, to the association's Policies and Procedures Manual and Bylaws in the following areas:

- Correction of the IRS tax code as listed in the P&P from 501(c)(3) to 501(c)(6), and confirmation that all tax and corporate documents referenced the correct code.
 - A corresponding correction was made to the tax code reference in the association's Bylaws.
- Reviewed the wording in the P&P and Bylaws to ensure the current practice of Treasurer signing is in compliance with Bylaws, and it was determined to be in compliance.
- Reviewed the audit responsibilities in the P&P and recommended revision to the Finance and Audit section regarding the timeframe for audit completion to agree with the Treasurer's section.
- Modified the P&P to incorporate the addition of a 2nd Summer Institute scholarship, include the two tracks for the scholarships based on experience level, establish the timeframes for collection of applications and awarding, and provide the Board with discretion for scholarship awarding should Summer Institute not be held as scheduled.
- Removed reference to "Dropbox" in P&P and replaced with "electronic storage location" in preparation for discontinuation of Dropbox usage.

The committee timeline was updated as required for P&P updates or revisions.

Thank you to the other members of the committee for the time committed to serve on the association's behalf and for their thoughtful consideration of the topics presented to them.

Respectfully submitted,

Sheila Johns
NeASFAA Past President and
Association Governance Chair