

ATOS MID-YEAR COMMITTEE/TASK FORCE/OFFICER ACTIVITY REPORT FORM (2016)

Name of Activity: BYLAWS & POLICIES COMMITTEE  
(Please fill out separate form for each activity.)

Committee Chair/Officer Name: Mike Bryant

Date of Report: February 4, 2016

Actions completed since the 2015 Annual Meeting: (Please bullet actions completed.)

- Formed committee consisting of four members plus the chairman;
- Held formative meetings including ATOS leadership to set goals and objectives;
- At the request of the ATOS chairman, gave priority to "Policy 25" resulting in a completely revised policy which was adopted by the board.

2. Actions begun but incomplete since the 2015 Annual Meeting: (Please bullet actions begun.)

- Began full review of policies, using the most recent revision (Jack Moelmann's version) (this will be an ongoing activity throughout the process);
- Began work on bylaws which are not likely to be affected by organizational or structural changes;

3. Goals to be reached by the 2016 Annual Meeting: (Please bullet goals.)

- Completion of policy revisions and submissions to the board

4. Amount budgeted for your committee: \$0.00

5. Comments: (Any bulleted special notations, problems, or suggestions should be included here.)

In order for the committee to propose meaningful revisions to many of the bylaws, we need direction from the board on the intended structure and direction of the organization. It is of no use to propose something which makes good sense under our current structure, but which would require change or repeal in order to allow the organization to function under a different structure. We need to know the direction the board will be moving.

6. Please provide a three-bullet summary of your committee/task force/officer activities since the 2015 Annual Meeting. These will be included in the minutes of the mid year meeting.

- Recruited and formed a Bylaws and Policies Committee;
- Completed a total revision of the Hiring Policy which was adopted by the board in time for the recruitment of the permanent Operations Manager; and
- Embarked on a comprehensive review of existing policies and bylaws.

