

FOR APPROVAL

Proposal for Guideline Changes March 23, 2019

Attached are the current Guidelines with highlighted changes and notes and the new proposed Guidelines as they would be after the changes.

Instructions: We decided at the zonal meeting that each item would be taken separately if needed because we require unanimous consent for changes. Only bring up changes that you do not agree with so that they can be removed and/or amended with the approval of all voting participants. If you have any additions, they will need to be in a new proposal that would take affect after these changes are approved

A summary of the major changes:

1. Changes to the Guidelines require consensus instead of unanimous.
2. Getting rid of the requirement to do the CAT in Georgia.
3. Add a sentence about the CAT to the sentence about the CAR.
4. Change the setting of the meeting schedule from the WSC meeting to the meeting before the WSC.
5. Nominations changed from the meeting before the WSC to the meeting after the WSC and elections moved to the December meeting.
6. Change the sec/treas requirements
 - a. Maintain legal status and submit annual report to the Florida Dept of Corporations.
 - b. Add requirement for a final report.
 - c. Submit a budget at the July meeting following the WSC to be voted on at the election meeting (Dec).
 - d. Add requirement to add section to the minutes for proposals that require action.
7. Add zoom meeting option to facilitator's responsibilities.
8. There were also a few formatting changes and grammar corrections that don't change intent or meaning.
9. Added our guidelines for WSC nomination process.
10. Added "Stand Aside" to guidelines

Explanation for each item:

1. We don't think the intent was to require unanimous support for changes to the guidelines. Consensus seems more in line with our standard practices.
2. The paragraph requiring the CAT to be in Georgia was a hold over from when it was the only meeting outside of the WSC and the FSS. There is no reason to require it especially with our current talks about having the CAT workshop in Dallas.
3. Since the CAT sentence was removed it was added to the next sentence.
4. Currently we do not have a scheduled meeting at the WSC. Even if we add it in the future, it still makes more sense to work out a schedule at the first meeting after the WSC.
5. Having nominations before the WSC and elections after the WSC caused us heartache last cycle. Also, members might be running for World Service positions and therefor could not run for zonal positions but might wish to run for a zonal position if they do not get elected for their WSC position. Moving the elections one meeting fixes these problems.

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6.
 - a. There was a requirement for the sec/treas to obtain an EIN. This was changed to maintaining legal status and filing with Sunbiz every year. More of a reminder than anything else. It would be easy to overlook for a new sec/treas with a new facilitator.
 - b. A final cycle treasurer's report is a good idea. It also helps with the next budget. It makes sense to do it right after our normal cycle.
 - c. The current treasurer should make the budget for the next cycle. Neal has made a spreadsheet that automatically tracks the budget for the cycle that is easy to use and can be passed along to the next sec/treas along with written instructions.
 - d. There was a request that a section for proposals that require action to be added to the minutes to make it easier to find.
7. Per workgroup recommendations.
8. There were some formatting inconsistencies and grammar errors that were corrected.
9. Added our guidelines for WSC nomination process.
10. Added stand aside to the guidelines since this was our practice at the FSS and generated no concerns.