

# **MNC-PAUMCS Job Description**

## **Bylaws Committee:**

The Bylaws Committee shall:

- have a working knowledge and ability to interpret the Bylaws;
- elect a chairperson for the Committee;
- make either a written or oral report to the Executive Committee at each meeting;
- receive and review written requests for amendments to the Bylaws and submit recommendations to the Executive Committee for approval;
- distribute proposed amendments to the membership in accordance with the Bylaws Article XIII;
- review the Bylaws annually and report to the Annual Meeting;
- notify the President of all meetings;
- keep the President and Executive Committee informed.

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