



NEW JERSEY  
SWIMMING

## NJS Governance Committee

Meeting Minutes - June 11 2020, 9 PM

Submitted by TJ Walsh, Secretary

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- Meeting called to order at 9:03 PM
- Bud will continue to review committee observations of bylaw changes and determine if anything needs to be included in the new manual
- Bud will also send out policy and procedure (P+P) changes from previous HODs (2017 - Present) so that they can be included in the new manual
  - Each committee member will take a section to speed up the process
- The committee will review the P+P changes, then will combine them with the bylaw changes for the updated manual
- Ed suggested that the Bill of Rights in Section 609 from the previous bylaws be used as a forward
- Anna suggested that the BOD and officer duties/responsibilities along with election information should be included
- New sections might be needed in the new manual (ex. BOD and officer duties/responsibilities) , while others should be moved to supplemental appendices (ex. travel reimbursement and requirements for conducting a meet)
- Anna proposed a new P+P Manual order: Bill of Rights/Forward, Responsibilities of Chairs and Officers, Election Procedures, Meet Operations, Finance, etc.
- Any proposed changes in the current bylaws or P+P Manual needs to be presented to the BOD and then the HOD
  - The current bylaws state that election for the BOD has to be voted on in-person, but other amendments can be passed virtually
- TJ mentioned that the section on the Administrative Review Board was condensed from the previous bylaws. Bud said that it should be included in the new manual to allow for easier amendment to its policies and conduct.
- A new doc will be created for P+P changes
- Next meeting will be held **Thursday, June 18 at 9 PM** via Zoom
- Meeting adjourned at 9:25 PM