**VI.    ByLaws Committee**

         See Bylaws Article IX Section II.

         In its review of proposals to change the Bylaws, the Committee shall:

a.      Ensure that each proposal is properly fitted into the Bylaws, LEGIBLY TO BE FILLED OUT AND LEGIBLY SIGNED BY PRINTING AND SIGNING IF NOT BYLAW CHANGE WILL NOT BE CONSIDERED and is expressed without implementation concerns. Any proposed implementation process shall be included as part of the supporting statements.

b.      Ensure that each proposal is complete, and makes all of the changes needed to implement the author’s intent.

c.      Ensure that each proposal includes only one concept.

d.      Combine multiple proposals implementing the same idea.

e.     INFORM   the author any changes proposed in the proposals as submitted.

f.       Prepare a presentation which clearly indicates by strikeout/italics what changes are proposed with sufficient surrounding text to provide a full context for the proposal, and which provides a full disclosure of the author’s reasoning for submission.

g.      Provide its own recommendation which is clearly separated from the rest of the presentation and provides clear reasons for the opinion(s) provided.