



Region Representative's Notebook

August, 2010

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Revision Record Page

Date	Change Description	Pages Impacted
September 2006	<ol style="list-style-type: none"> 1. Replaced National Bylaws, Section III-A, with 2005 updated bylaws. 2. Made changes to Region Policies and Procedures, Section III-D, to address (a) the mechanics of presenting a motion when voting between sessions and (b) reimbursement for the use of rental cars, under Fiscal Policies. <p>Also updated format and some text throughout to resolve discrepancies between the electronic master files and the pages distributed in June 2005.</p>	Complete reissue
February 2007	<p>Published changed pages to include the following revisions:</p> <ol style="list-style-type: none"> 1. Updated What-to-Send chart. 2. Revised calendar to reflect a change in newsletter deadlines. 3. Revised list of chapters and map of chapters to reflect two disbanded chapters. 4. Revised policies and procedures to reflect quarterly newsletter schedule. 	<p>I-C-1 I-D-1 II-A-2, II-B-1 III-D-8</p>
September 2007	<ol style="list-style-type: none"> 1. Replaced National Bylaws, Section III-A, with 2006 updated bylaws. 2. Replaced National Policies for Regions, Section III-B, with 2007 updated policies 3. Replaced Region Bylaws, Section III-C, with 2007 updated bylaws. <p>Also added the list of region past presidents, and significantly reorganized the region policies and procedures.</p>	Complete reissue
February 2008	<ol style="list-style-type: none"> 1. Complete reissue of Sun Policies 2. Revised region bylaws to clarify Nominations and Elections. 3. Revised region bylaws to add new standing committees. 	<p>III-D-1 to III-D-13 III-C-2 III-C-4</p>
May 2008	Added means to amend policies.	III-D-13

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September 2008	Amended mileage reimbursement.	III-D-11
February 2009	1. Revised What to Send – Who & Where 2. Sun Region Calendar.	I-C-1 I-D-1
March 2009	1. Complete reissue of Sun Bylaws. 2. Complete reissue of Sun Policies.	III-C-1 to III-C-7 III-D-1 to III-C-13
April 2009	Revised Sun Region Map	II-B-1
December 2009	1. Added to History of Sun Region 2. Added to Sun Region Past Directors	II-A-2 II-C-2
August 2010	1. Revised Welcome Letter 2. Revised Chapter's Responsibility to Region 3. Qualities/Responsibility of Region Rep 4. Revised What to Send 5. Revised Calendar 6. Added to History of Region 7. Revised Region Newsletter 8. Added Newsletter vs. Meeting Packet 9. Deleted Library 10. Removed EGA Bylaws and Policies, created instructions for accessing on Internet 11. Revised Meeting Guidelines 12. Added Correspondence Course Procedure 13. Revised Officer Report Form 14. Revised Treasurer's Payment Form 1099 15. Revised Outreach Project Sharing Form 16. Revised Quarterly Report of Dues 17. Revised Membership Profile Form 18. Added Youth Report Form	I-A-1 to I-A-3 I-B-1 to I-B-2 I-C-1 I-D-1 I-E-1 II-A-1 to II-A-2 II-D-1 II-E-1 III-A,B-1 III-E-1 to III-E-2 III-G-1 IV-A-1 to IV-A-2 IV-C-1 IV-D-1 IV-E-1 IV-F-1 IV-J-1

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