

MISSOURI COURT REPORTERS ASSOCIATION
REPORT OF THE BYLAWS COMMITTEE
For the Year Ending September 25, 2011

The primary responsibility of the Bylaws Committee is to review the Bylaws and make recommendations to the Board of Directors and to the membership for changes to the Bylaws. No additions or amendments to the Bylaws were proposed this year.

An additional duty of this committee, as outlined in MCRA's Policies & Procedures Manual, is to review the P&P and make recommendations for additions or changes to the Board for their approval. The committee spent an extensive amount of time going over the P&P and offered several recommendations. The changes which were proposed primarily addressed issues of consistency, as well as modifications to reflect current practices. The proposed changes were submitted to the Board and subsequently approved.

The Bylaws Committee also updated the expense forms utilized by the Association's Accountant.

Respectfully Submitted,

Bylaws Committee
Diana M. Taylor, Chair
Carolyn Keeling, Committee Member
Shana Crane, Committee Member
Mary Conway, Advisor