

ATOS MID-YEAR COMMITTEE/OFFICER ACTIVITY REPORT FORM (2013)

Name of Activity: **BYLAWS & POLICIES**

(Please fill out separate form for each activity.)

Committee Chair/Officer Name: **R. Jelani Eddington**

Date of Report: **January 20, 2013**

1. Actions completed since the 2012 annual meeting: (Please bullet actions completed.)

- Coordinated legal review with Atty. Armen Shagzho of Glendale, California regarding ATOS's classification of President/CE staff position as an independent contractor.
- Drafted policy ¶¶25(a)-(f) regarding selection of compensated staff positions. (Adopted by board 9/25/12)
- Drafted policy ¶ 6(L) regarding reimbursement for expenses relating to physical impairments (Adopted by board 9/25/12)
- Drafted policy ¶ 1(f) regarding distribution and investment of gifts. (Adopted by board on 11/8/12)

2. Actions begun but incomplete since the mid-year meeting: (Please bullet actions begun.)

- Ongoing process of reviewing ATOS's bylaws and policies.

3. Goals to be reached by the 2013 Annual Meeting: (Please bullet goals.)

- I am in the process of preparing an omnibus memo with numerous recommendations for updates and clarifications to our existing ATOS Policies. Similar action was taken in August 2010, and it is important from time to time to review and update policies to ensure the efficient operation of the organization.

4. Amount budgeted for your committee: \$0.00; Amount expended by your committee: \$0.00

5. Comments: (Any bulleted special notations, problems, or suggestions should be included here.)

6. Motions:

It is my understanding that a proposal will be forthcoming relating to the reimbursement of expenses for the convention reviewer.