

## Bylaws Committee Report

June 27, 2013

### THIS REPORT REQUIRES BOARD ACTION

The bylaws state that:

Written announcements and the agenda for each meeting shall be distributed to the membership at least four weeks in advance of every meeting. Other activities of this organization shall be announced to the membership by the most appropriate means.

This commitment has not been fulfilled for recent meetings. To remedy this, I make the following motion:

*The time and place of Board meetings shall be announced in the HSLI Newsletter and on the HSLI Listserv. The draft agenda shall be placed in a publically accessible portion of the HSLI website.*

The Illinois Public Meetings act specifies:

The minutes of meetings open to the public shall be available for public inspection within 10 days after the approval of such minutes by the public body.

*To increase accessibility of the minutes, I, Stacey Knight-Davis, propose that approved minutes and reports from past meetings be available on the HSLI website without password protection.*

Informational Item: Jeanne Sadlik has been appointed as the Chair of the Bylaws committee. She is unable to attend this meeting.

Respectfully submitted, Stacey Knight-Davis, ex officio member of the Bylaws committee