

Policy Number: 9400 Organizational Policy Generation and Changes

Issued: 04/25/94 **Revised:** 6/18/98

PURPOSE:

To insure the smooth running of The St. Jane Soccer Association governing policies must be put into place. These policies should be for the orderly conduct of daily operations of the organization. All members of the organization may submit a policy for consideration in accordance with this policy.

BACKGROUND:

1. Anyone can suggest a change to policy(ies). Changes should be submitted in writing in accordance with items 6 through 10.
2. All new suggested policies or suggested changes will be reviewed by the Board of Directors at the next subsequent meeting.
3. New policy will not go into effect until approved by a majority of the Board of Directors.
4. Updating and control of the policies will be the responsibility of the Board Secretary.
5. The date of revision of a policy will be included after the issue date in the appropriate space at the top of the Policy sheet.
6. All suggestions should be submitted in writing to the Board of Directors.
7. Receipt of a written suggestion will be acknowledged by the Board of Directors.
8. A copy of the suggestion will be passed out to all the Board of Directors for their review.
9. The suggestion will be discussed and reviewed at the next Board meeting.
10. The person making the suggestion will be advised by the Board of Directors of their decision or recommendation to the League, for their consideration.