

Publishing Governing and Operating Documents

I. **Electronic and Print**

The Chair(s) of the Operations Committee will annually update (if necessary) and present to the Board for approval the Constitution and Bylaws.

The Operations Committee will provide guidance and present to the Board suggestions for updating public-facing Association policies, forms, guidelines and other applicable documents.

The Chair(s) of the Operations Committee will provide the documents to the Communications Committee and/or PSLA webmaster to be posted on the PSLA website.

The Chair(s) of the Operations Committee will verify that published documents are current and accurate.

The Operations Committee will maintain print copies when appropriate.

Adopted, Board of Directors, January 26, 1991
Amended, April 30, 2015; June 15, 2020