

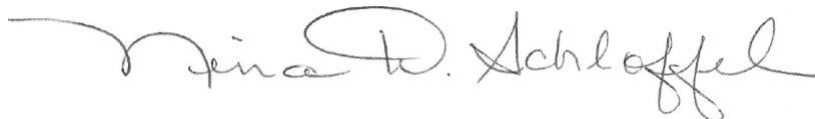
Policy and Procedure Committee End of Term Report: 2021 -2023

Accomplishments:

- Performed on-going housekeeping updates to the Policy and Procedures Manual.
- Updated Policy and Procedure Manual per approved policy proposals, as required.
- Assisted National committees in developing policy change proposals, as requested.
- Processed policy proposals for submission to the National Board, as required.

As Policy and Procedures chair, I had the pleasure of working with a conscientious and knowledgeable team. Without committee members Joanne Blum, Hope Summers, and Vice-Chair Barbara Coan, who so willingly shared their time and expertise with me, I could not have met the demands of the job. I can't thank each of them enough.

Thank you, Joanne, Hope, and Barbara. I hope that I will someday again have the opportunity to work with you.

A handwritten signature in black ink that reads "Nina D. Schloffel". The signature is fluid and cursive, with a large loop at the beginning and a long tail.

Nina D. Schloffel

National Chair, Policy and Procedure Committee