

## ASALH Governance Committee Report

December 17, 2021

The Governance Committee held its final meeting for the year on December 2, 2021. The major focus of the meeting was to receive an update from the consultant secured to complete the Branch Compliance Handbook. The information that follows serves as a report to the Executive Council on the status of the Handbook.

The Executive Directive with the support of the Committee hired Ms. Margo Vickers to complete the Branch Compliance Handbook. The committee completed the contract at the end of August and the scope of work by the end of September. To that end, the Consultant was not able to begin the work until October.

Ms. Vickers has met with the Executive Director on several occasions, both chairs of the Governance Committee and the Vice President for Membership. Each member gave input to the consultant in an effort to ensure that the Handbook is comprehensive and meets the needs of the organization.

Ms. Vickers provided an update for the committee on the work which is outline below.

There are **9** major Sections with an overarching objective to provide a **comprehensive** soup to nuts, user friendly document:

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|------------|---|
| Section 1. | Introduction  |
| Section 2. | Organizational Statements   |
| Section 3. | Calendar of Important ASALH Activities  |
| Section 4. | Role of Branches & Relationship w/ASALH   |
| Section 5. | Branch Formation & Operating Process- This is core & currently comprises almost 1/3 of the Manual |
| Section 6. | Compliance  |
| Section 7. | Awards to Recognize High Performing Branches  |
| Section 8. | Membership  |
| Section 9. | Appendices  |

The work is moving along however since we started late, the Handbook will not be completed prior to the end of the year. We have a tentative date of March 1, 2022 for completion. We will keep the Executive Council informed of the progress. The committee along with the Vice President for Membership will review each chapter as its completed.

Respectfully Submitted by,

Zende Clark and Susan Sims Marsh, Co Chairs  
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