

## 2023 Annual Report to the Board of Directors

### By-Laws & Resolutions Advisory Committee

#### Section 1. Committee Members and Status of Terms:

<u>Name</u>	<u>Term Ends</u>	<u>On Term</u>	<u>Comment</u>
Lora Pangratz	April 21, 2024	1	Chairperson- as of Oct 1, 2022
Bob Hillegass	October 15, 2023	1 yr extension	
Keith Kaiser	September 24, 2024	2	
Pam Ferinde	September 24, 2025	1	
Auggie Flentje	October 15, 2025	1	

#### Board Liaison

Steve Jacobs

#### Section 2. Section of Major Activities during Reporting Period 2022:

1. Continued emphasis on the scheduled review of resolutions in order to maintain them current to Association policies and operations. Reviews had been delayed in the past by the By-laws effort. See Section 6 for a more detailed explanation.
2. Committee meetings continue to be held both in person and virtually giving Association members a greater opportunity to participate in real time or observe the recorded meetings online.
3. The committee maintains and updates the Governance Document Tracking Form on a monthly basis. The committee is charged with maintaining the lists of committees and categories.

#### Section 3. Problems Encountered and Assistance required:

There were no serious problems for this committee during the past year.

#### Section 4. Request for items to be included in the next OPA budget:

When there is a cost to something the committee is involved in, we are part of a larger effort and not the sole cost driver. The committee continues to recommend the use of the virtual meeting platform Microsoft Teams, and would encourage it to still be utilized and included in the budget as a beneficial expense in order to continue offering the hybrid meetings. Additionally, we request continued consideration for additional legal review funding for the By-Laws and Resolutions updates.

## **Section 5. Recommendations for Board Action:**

It is recommended to continue to confirm that the Association is informed of ~~legislation~~ legislative changes affecting current OPA Governance Documents and a process going forward to stay concurrent with all applicable state laws. There are still some lingering questions about M-06 (Search Committee and Election) that should be considered in a timely manner and resolved before the next election cycle.

## **Section 6. Recommendations for committee work in 2023-2024:**

1. Continue with our regular review of the 33 active resolutions. Of the active resolutions, 22 are the responsibility of the Board of which ~~20~~ 3 are past due for a variety of reasons.
2. Review the new By-Laws to see if there are amendments that affect resolutions. M-09 (Search Committee) has been previously identified as a resolution affected by the By-Laws amendments.
3. Several resolutions are in a period of uncertainty. For example, M-01, M-02 , M-06 and M-09. Although the committee does not have responsibility for these resolutions, it is important to monitor the progress so that any amendments are made in a timely manner.
4. To provide visibility to the Board, Board Liaisons and Committee Chairs on the status of past due resolutions, the committee will include a copy of the updated Governance Document Tracking Form with the Minutes of the By-Laws & Resolutions Advisory Committee Monthly Meetings when they are posted to the OPA Website.
5. Continue to ensure that any/ or all vacancies on our committee are filled.