

**Wood Pawcatuck River Stewardship Council: Committee Mission Statement**  
**April 2020 revision**

**Bylaws Committee Mission**

Members: Jon Ericson (chair), Chris Grube, Dennis Migneault, Dick Seager and Fred Wagner

Mission: Revision of the Council's Bylaws; Drafting new Council Policies

Primary Duties: Work with all committee members to identify appropriate bylaw revisions and additional sections where needed. Draft bylaws and policies revisions; provide the Council drafts for review and final approval.

Duties may include (with staff assistance):

1. Assure the content and any revisions reflect the Stewardship Plan
2. Assure the wording/terms are consistent throughout the document
3. Assure there are key sections that clearly describe membership, functions, procedures, and responsibilities.
4. Allow for constructive deliberations to resolve any points where members have differing opinions
5. Solicit suggestions for changes to the bylaws from the Council
6. Review the following sections of the bylaws for any gaps that exist or sections that need clarification: Introduction, Mission and Purpose, Membership, Officers, Meeting and Voting, Policies- Conflict of Interest, Indemnification and Amendments.
7. Confirm that suggested revisions are needed and the extent of revisions are appropriate for what's needed
8. Present Bylaw revisions to the Council and seek approval
9. Revise current policies and/or draft new policies to support bylaws
10. Present policies to the Council and seek approval.
11. Conduct yearly review of bylaws to confirm they are consistent with the purpose of the Council.

Related Stewardship Plan Excerpt: **Chapter 7: Working Together Into the Future. Role of the Wood-Pawcatuck Wild and Scenic Rivers Stewardship Council**

Committee Term: Now until the end of 2020. Target September meeting for draft Bylaws with finalization by the Council October 2019. Target November meeting for draft Policies with finalization by end of the year.