**COLORADO STATE COUNCIL**

**GUIDELINES FOR**

**BY-LAW COMMITTEE**

The Parliamentarian shall chair the By-Law Committee which shall consist of the Lamplighter Advisor to the Parliamentarian and additional members appointed by the President.

The committee shall review any By-Laws or Standing Rules submitted to the Colorado State Council (CSC) every even year, effective May 2016, for consideration by the membership. The committee will also review items that the Parliamentarian recommends for updating or corrections in the current By-Laws or Standing Rules.

The Parliamentarian shall review the minutes of the CSC for additions to the By-Laws or Standing Rules. Any finding shall be reviewed by the committee or approved by the membership.

The Parliamentarian will present the proposals and/or changes to the By-Laws and Standing Rules to the membership as directed in the current By-Laws for action at the CSC Convention. The committee may be called upon for assistance at the time of the presentation.

Keep the President informed of any actions.