

May 10, 2017

Report from Committee on Procedures to IMYM

The Guide: The *Guide to Procedures* describes procedures for the operations of Intermountain Yearly Meeting. As an administrative tool for operating the Yearly Meeting, the *Guide* stands in a supporting relationship to the *Faith and Practice*, which describes the fundamental principles of structure and practice for the Yearly Meeting. Overall, the *Guide* attempts to provide a description of what people in the Yearly Meeting have grown to expect from its officers and committees.

Progress on Guide Revision:

The Committee has had some problems reforming after not being active for a few years. We have not been able to revise many of the job descriptions that need reviewing. We now feel we are ready to move forward on this.

It would be very helpful if people serving the Yearly Meeting would acknowledge our requests for them to review their job descriptions and send us their responses as soon as possible. It might seem like a big task, but we think most people will be able to review these documents and make comments in about an hour. If you would like to look at your job description go to imym.org and then to Procedures (Jobs) section

Job Descriptions ready to be finalized:

Clerk of the Yearly Meeting

Program Working Group

Clerk's Advisory Committee

Issues for Consideration by IMYM:

We do not have any issues to present to IMYM.

Submitted on behalf of the Committee by:

Cynthia Smith, Clerk

Other Committee members:

Pelican Lee (NMRM)

Laura Peterson (CORM)

Vacant (AHYM)