

**NDLA Constitution, Policy and Bylaws  
Quarterly Report, March 2008  
Kirsten Baesler, Chair**

- Informed (through the Executive Board listserve) Mark Holman, Professional Development Chair, that any proposed changes to the Professional Development Committee's Policy Manual needed to be approved by the NDLA Executive Board.
- Advised the Professional Development Committee to meet; prepare a recommendation for any changes; allow the Constitution, Policy and Bylaws Committee to review the changes; and present the recommendations to the Executive Board.
- Reviewed the proposed changes to the Reimbursement Statement as requested by Finance Committee Chair, Bonnie Krenz.
- Reviewed the proposed changes to the Finance Committee's Policy Handbook as requested by Finance Committee Chair, Bonnie Krenz.
- Presented the revised Reimbursement Statement and the revised Finance Committee Policy Handbook to the Executive Board via e-mail with a recommendation for approval at the March 2008 meeting.
- Reviewed the proposed changes to the NDLA Web Site Policy as requested by Teresa Norton, Web Editor.
- Reviewed the proposed changes to the Web Editor's Policy Handbook as requested by Teresa Norton, Web Editor.
- Presented the revised the NDLA Web Site Policy and Web Editor Policy Handbook with minor changes to the Executive Board via e-mail with a recommendation for approval at the March 14, 2008 meeting.
- Reviewed the proposed changes to the Secretary's Policies Handbook as requested by Laurie McHenry, NDLA Secretary.
- Presented the revised the Secretary's Policies Handbook to the Executive Board via e-mail with a recommendation with minor changes for approval at the March 14, 2008 meeting.
- Requested that all the policy changes be placed on the Agenda for consideration at the March 14, 2008 Executive Board Meeting.
- Reviewed the NDLA Membership Directories Policy as requested by Kathryn Thomas, Membership Chair.
- Presented the NDLA Membership Directories Policy to the Executive Board via e-mail with a recommendation for approval at the March 14, 2008 meeting.
- Reviewed the NDLA Listserve Policy as requested by Kathryn Thomas, Membership Chair.
- Presented the NDLA Listserve Policy to the Executive Board via e-mail with a recommendation for approval at the March 14, 2008 meeting.
- Prepared Constitution, Bylaws and Policies Committee report for March 2008 meeting.

Respectfully submitted,

Kirsten Baesler  
Constitution, Bylaws and Policies Committee  
Chairperson