

NATIONAL SOJOURNERS, INC.
7942R Cluny Court
Springfield, VA 22153-2810

NATIONAL REGULATION 8.1.2
2016

C2 19 JUNE

Subject: Committee of 33

Reference: (a) National By-Laws, Article 6.2 and 8.1.2

(b) National Regulation 6.1

(c) National Regulation 6.2

1. **PURPOSE:** To prescribe the eligibility, duties, responsibilities and operation of the Committee of 33.
2. **BACKGROUND:** As set forth in reference (a), the members of the Committee of 33 (C33) are National Officers, eleven elected each year for a term of three years in accordance with reference (b). Since initial formation in 1925, it has been the principal advisory body to the National President and the Order in matters of general interest/importance, especially those that increase the effectiveness and efficiency of National Sojourners policies, programs and operations. As recommended at the 1926 Mid-Winter Meeting and approved by the subsequent National Convention: “The Committee shall act in an advisory capacity to the President of National Sojourners, and shall have power to initiate suggestions as well as develop those submitted to it by the National President.”
3. **ELIGIBILITY:** National Sojourners with noteworthy depth of Sojourners knowledge, dedication to the Order and demonstrated performance at the Chapter and National levels. Minimum requirements for new members will be exemplary performance as an Area or Regional Representative or as a member of a National level standing committee with experience as a Chapter President.
4. **DUTIES:** After election of members at the National Convention, the Committee will meet and elect Chairman, Vice Chairman, Secretary and such other officers as deemed necessary. Their duties will be:
 - a. Chairman: Assumes full responsibility for all duties required by the National President and outlined herein. Initiates plans and prepares Committee agendas for the National Convention and Mid-Winter Meeting. Presides at the Committee meetings and presents the C33 reports to the National President and the Convention assembled upon call of the National President.
 - b. Vice-Chairman: Assists the Chairman and in his absence assumes the duties of Chairman.
 - c. Secretary: Administratively assists the Chairman and records the minutes of official meetings.

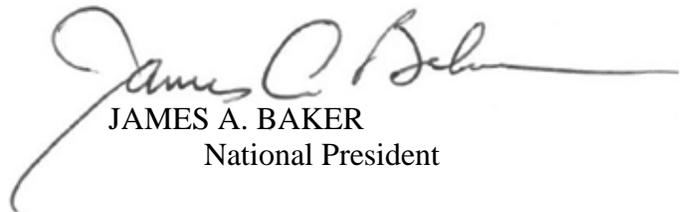
- d. Members: Will be thoroughly versed in the National Directives System the ongoing National Programs and the Annual Programs of the National President. Must be prepared to dedicate a considerable amount of time and effort toward completing Task Group assignments. If the C33 Chairman determines any member is not participating with input to Tasks, he shall recommend dismissal of the nonparticipating member and request an interim appointment by the National President to fill the vacancy.
5. **PROGRAM OF WORK**: After each National Convention, the National President, the President-Elect, and the Chairman of the Committee of 33 shall meet to plan the program of work of the Committee. All C33 Tasks will be submitted to the C33 on a fully completed "National Sojourner Committee Tasking Form". The work of the C33 will be reported on the "Committee 33 Task Tracking Record." Tasks assigned to the C33 will be identified and assigned to Task Groups with Task Group Leads being responsible for collecting individual inputs from members of the Task Group and preparing consolidated Task Group input to the Chairman. The Chairman C33 will in-turn with the assistance of the Vice Chairman, consolidate all Task Group inputs into a completed product with recommendations reported at the ANC. Nothing herein shall preclude the subsequent assignment of additional projects or items at the initiative of either the National President or the Chairman of the C33.
6. **PROGRAM REVIEW**: The Chairman of the C33 shall provide periodic status reports to the National President and the President-Elect. He will also consider such other matters as may be appropriate.
7. **MID-WINTER MEETING**: Provides for a mid-point assessment of the Committee tasks. The Chairman will formally report to the National President/President-Elect on progress of assigned tasks and receive additional guidance as required.
8. **ANNUAL MEETING**: The Annual Meeting of the Committee of 33 will be devoted to discussion and evaluation of Task Group Reports, determination of consensus and final preparation of reports to the National President and National Convention by the Chairman. National Officers and National Committee Chairman are encouraged to be heard on matters of substance on the initiative of either party. All Sojourners are encouraged to attend but will not normally be accorded the privilege of the floor unless a request has been made to participate in a portion of the meeting in which they have pertinent information.
9. **QUORUM**: Eleven members shall constitute a quorum at all meetings of the Committee.
10. **ORDER OF BUSINESS**: An agenda will be distributed by the Chairman and/or Secretary at least 10 days prior to each National Convention and Mid-Winter Meeting.
11. **ATTENDANCE**: All members, as Active National Officers, are expected to attend all Annual Convention and Mid-Winter Meetings. As a National Officer, if any C33 member has two consecutive absences from ANCs/MWMs without prior approval of the C33

Chairman shall recommend dismissal of the non-participating member and request an interim appointment by the National President to fill the vacancy (see NR 6.2 Para 14).

12. RECORDS/MINUTES: The minutes of Committee meetings with an appropriate attachment, such as Task Group Reports and C33 Task Tracking Record, shall constitute the official records of the Committee. Minutes will include the date, time, place and purpose of the meeting and a roster of those in attendance. The minutes may be in summary form, highlighting the subjects discussed, the essence of the views expressed and the resulting conclusions and/or recommendations. Minutes, with attachments, will be submitted to the Chairman for approval and then to the National President, National President-Elect, National Vice Presidents, and members of the Committee as appropriate. Minutes, with copies of all reports and historical records will be forwarded annually but not later than 30 days after the Convention to the National Secretary/Treasurer in both written and electronic copy for permanent retention. The electronic version will be added to the Committee 33 "Committee Members Only" folder on the National Sojourners, Incorporated Members Only Website

ATTEST:


WILLIAM R. SANNER
National Secretary


JAMES A. BAKER
National President