



## **NJ Board of Directors – Admin Vice Chair Report**

**9/08/2023**

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### **ADMINISTRATIVE DIVISION**

**All Policy and Procedure documents have been reformatted and updated as required by the bylaws.**

**The updates were presented at the September 8<sup>th</sup> Annual Business meeting and the documents have been sent to the Governance Chair.**

**Governance has the documents until the October meeting. At the October meeting, there should be a presentation of any concerns.**