

USJA Board of Directors Meeting Agenda Item Submission Guidelines -----

I. Proposals, submitted from the general membership, via electronic medium, for USJA Board of Directors meeting agenda items, must be received not-later-than 30 days prior to the scheduled meeting.

II. Proposals, submitted from the general membership, in 'hard copy' medium, for USJA Board of Directors meeting agenda items, must be received not-later-than 45 days prior to the scheduled meeting.

III. Proposals, submitted by members of the USJA Board of Directors, for USJA Board of Directors meeting agenda items, must be received, via electronic medium, not-later-than 20 days prior to the scheduled meeting.

IV. The Secretary of the USJA Board of Directors shall distribute the meeting agenda not-later-than 15 days prior to scheduled meetings of the USJA Board of Directors.