

***Communications/Documentation Committee Report***  
**New Orleans NABC Spring Meeting**  
**March 9, 2015**

**Committee:**

- M. Hennings (C), B. Bagley, D. Mamula, R. Pinsky, B. Reid, R. Smith
- A. Turner, T. Yarbrow (B. Knoll)

**Actions:**

- Journal Item 151-60, ACBL Handbook Appeals Committee
  - Discussed in C/D Committee
  - Referred to Bridge Committee based on assessment that changes to document represent policy decisions that need to be discussed and approved or rejected by the BoD
  - Motion maker (P. Janicki on behalf of Appeals Committee) withdrew motion in Bridge
  - Committee members and motion maker together with Legal Counsel recommend that the policy aspects of this document should be an Action Item for Management (with input from Appeals) to develop a comprehensive Discussion Item on possible options for changes to the Appeals process for Chicago
- Discussion with Yarbrow on status of actions to date in response to President's statement of C/D Committee tasking
  - Extensive effort to date—see three handouts for actions and updates
  - “Live” documents—Codification and Handbook—to be posted online with changes made to “hard copy” documents shortly thereafter so .pdf can be posted for downloading and printing—process was agreed upon for efficient, timely update to Codification following BoD meetings (coordination among BoD Minutes Committee, K. McGuire, Yarbrow, and Tournaments—S. Whitten and C. VanLeuwen)
  - Date of update will be included going forward when changes are made
  - Continued changes/updates: Help requested from BoD/all members to send email to Yarbrow with broken link info or link to document where info is outdated/incorrect (Website Committee also working with Staff and Management on broken links and outdated/incorrect info—Website and C/D Committee Chairs coordinating)
- Marketing Plan for 2015 will be sent out to each BoD member following NOLA NABC
- By end of April, document detailing “by Department” marketing-related HQ activities/tasks will be sent to each BoD member to enable BoD to understand scope of current marketing activities