L-6.1

TO: **Local Association President (or Representative)**

FROM: **MEA Governance Review Committee**

RE: **Submission of Local Association Constitution and Bylaws**

The following documents are available for your use as you prepare the constitution and bylaws of your local association for review by the Governance Review Committee:

- ***Local Constitution and Bylaws—Checklist***
  The checklist must be completed and provided with the constitution and bylaws to continue the review process.

- ***Local Constitution and Bylaws Prototype language***

Once you have completed the checklist, please provide the contact information requested below and forward the required documents to:

MEA Governance Review Committee
ATTN: Lisa Harrison, General Counsel
MEA Legal Services Division
P.O. Box 2573
East Lansing, MI 48826-2573
Fax: 517/337-5579

Date submitted: _____

Name:_____

Address: _____

_____

Name of Local Association: _____

My position in the Local:_____

Signature: _____

For Use by Governance Review Committee Only

Date: _____ Reviewer: _____

Recommendation: _____ Approve _____ Return for Revisions