

# 3.2.4 Policy and Bylaws Review and Retention

1. The Board reviews its policies and Church Bylaws at least every five years to ensure alignment with the Church's Mission and ministry.
2. Policy changes typically originate within the Board but may be suggested by members, staff, or committees.
3. The Board partners with the Policy Committee to research, draft, and revise proposed updates.
4. Revised policies are published annually, and the Board communicates changes to affected stakeholders.
5. The Board manages the creation, editing, retention, and distribution of Board documents.
6. The Board maintains and keeps current a Board of Trustees Handbook of procedures and practices to support effective operation as a Board.

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