

## **Motion by the NIA Archivist to amend Duties & Responsibilities of Archivist and Secretary**

### **Motion**

It is moved by the NIA Archivist to amend the Duties of the Secretary and Archivist by moving the bullet point shown below from the Duties & Responsibilities of the Secretary to that of the Archivist.

Bulleted point:

- Maintain the database of N.I.A. Voted Actions, including both approved and failed Motions. Prepare an anonymity-protected version for posting on the N.I.A. website.

### **Background material:**

The current list of responsibilities for Secretary is lengthy, and this item was missed in the past. The work was picked up in past years by various Area Chairs, and more recently has been kept up by the Archivist. Since this effort aligns with keeping the historic data of the Area, it would seem to best lie within the effort of the Archivist role.