

Handbook Revision Committee

Purpose of Committee

To ensure that the Handbook of Practice and Procedure of the Religious Society of Friends, Yearly Meeting of Aotearoa/New Zealand, Te Hahi Tuhauwiri is up to date, appropriate for Friends' use and available to all Friends.

Tasks

- Receive suggested changes from Yearly Meeting Clerks, Monthly or Young Friends Meetings or any committee of Yearly Meeting
- Review the Handbook and identify any changes which may be needed
- The Handbook revision committee will formulate draft text and circulate via the Yearly Meeting Clerks letter for comments and suggestions until agreement has been reached
- Once agreed the new version is to be put on the website and circulated to Friends

Time

- Committee members are usually appointed for a 3 year term which may be extended to six years
- Time commitment to the committee will be variable depending on progress of revisions

Knowledge, skills and abilities desired

- Conversant with Quaker processes
- Conversant with the Handbook
- To have access to a computer and skills in word processing and email

November 2014