Bylaws and Policies & Procedures Committee: The Bylaws and Policies & Procedures Committee shall be chaired by the Secretary and shall consist of not less than six (6) members, including two (2) persons, who need not be members of the Board of Trustees. It shall be responsible to the Board for preparing proposed, necessary, and desirable changes to these Bylaws. The Committee shall be responsible for preparing proposed, necessary and desirable changes to the Policies & Procedures Manual. It shall require a two-thirds affirmative vote of the Committee to approve any action to revise the AABI Policies & Procedures Manual.