



**Girl Scouts of North-Central Alabama (GSNCA)  
Burning Issues Related to Operational Procedures**

**Purpose:** To submit to the Chief Executive Officer (CEO) and staff recommendations and actions or concerns of individuals, troops and service units that are not policy or governance related concerns. Use of the form will ensure actions are considered in a timely manner and response is provided to the individual or group that submitted the form. Each proposal or recommendation will be carefully reviewed for the impact on entire membership and any financial implications. The actions submitted will be reviewed by the CEO and staff within 30 days of receipt of the form. Final disposition will be in place within 90 days of receipt of form. The GSNCA Delegate Coordinator may be contacted to provide insight and updates on the action as needed.

The use of this form is for operational thoughts, questions, or concerns that are important to individuals, troops and service units not related to policy or governance.

Please complete and mail it directly to:

GSNCA  
ATTN: CEO Karen Peterlin  
7705 North Lake Dr.  
Trussville, AL 35173-1880

or sent electronically to: Karen Peterlin, [kpeterlin@girlscoutsnca.org](mailto:kpeterlin@girlscoutsnca.org)

Action or Concern:

Recommendation or Change:

Rationale for Recommendation or Change:

Impact of Change:

Financial Impact:

Legal Impact:

Name of Individual, Troop and Service Unit:	Telephone Number:
Street Address:	E-mail Address:
City/State/Zip Code:	

**FOR COUNCIL USE ONLY – TRACKING RECORD**

<b>Date Received:</b>	<b>Operations</b> [ ]
<b>Forwarded to:</b>	<b>Reviewed by:</b>
<b>Action Taken:</b>	<b>Person responsible for follow through:</b>
<b>Date Acknowledgement Sent:</b>	<b>Acknowledgement sent to:</b>

**If you need additional space, please attach a separate typed sheet.**