

## **Committees**

### **Policy Statement**

It is the policy of the Mountaineers to charter committees to plan, coordinate, and guide club programs and to advise the staff and board. These committees may report to branches, divisions, the board, or another committee.

### **Application**

1. A committee is considered a “committee of the board” if its board-approved charter authorizes it to act with the authority of the board. As described in the Article III, Section 4 of the bylaws, “Committees,” such a committee must include at least two board members. For these committees:
  - The president shall appoint the chairperson, subject to approval by the board.
  - Committee members shall be approved by the board.
  - Terms of chairpersons and members shall be specified in the committee charter.
  - The president may remove a committee chairperson or member if that is necessary for the committee to accomplish its chartered objectives.
2. The board has established the following standing committees of the board:
  - Executive Committee, with duties as described in the bylaws
  - Nominating Committee, with duties as described in the bylaws
  - Books Governance Committee
  - Finance Committee
  - Managing Committee
  - Strategic Planning Committee
3. The board may establish ad hoc (or special) committees of the board, which are disbanded when their work is complete.
4. The board may also establish other standing and ad hoc committees that may report to the board or a committee of the board. For these committees:
  - A board-approved charter shall identify the committee’s objectives and reporting responsibilities.
  - The president shall appoint the chairperson, subject to approval by the board.
  - The committee chairperson shall have the authority to appoint members of these committees.
5. Divisions and branches are empowered to charter and staff committees that fulfill the purposes of the club. Divisions and branches have the authority to appoint chairpersons and committee members.

### **Responsibilities**

The president is responsible for appointing chairs of committees chartered by the board.

Committee chairpersons shall maintain a roster of committee members, coordinate the committee's work, and to make reports to the board or the committee they report to upon request and according to any reporting schedule in their charter.