

THE MOUNTAINEERS NAVIGATION COUNCIL CHARTER

1. ACTIVITY COUNCIL NAME

The name shall be The Mountaineers Navigation Council.

2. AUTHORITY

This Navigation Council charter is adopted by the authority of the Branch Leadership Committee. As approved by the Branch Leadership Committee, the Navigation Council has the following authority:

- Maintain and revise The Mountaineers Navigation Standards for approval by Branch Leadership Committee with applicability on an organization-wide basis.
- Develop and maintain organization-wide protocols and forums for the exchange of ideas and best practices for Mountaineers Navigation programs, including but not limited to:
 - Course curriculum and assessment
 - Leadership development
 - Activity-specific risk management
 - Use of shared teaching locations

3. PURPOSE

The Mountaineers Navigation Council is a decision-making body. The purpose of The Mountaineers Navigation Council is to promote safe and enjoyable Navigation programs that also strive to conserve the natural world. The Mountaineers Navigation Council does this by maintaining The Mountaineers Navigation Standards with applicability on an organization-wide basis, and by promoting shared ideas and resources across branches.

The Mountaineers Navigation Council Responsibilities:

- Review/audit and revise all The Mountaineers Navigation Standards, at least annually.
 - This council is responsible for setting the standards for all applicable badges.
 - Such Navigation Standards will be consistent with the [Board Policy - "Mountaineers Activity Standards"](#)¹ as first approved by the Mountaineers Board of Directors on Jan 17, 2019. This Policy currently requires activity standards that are equal to or exceed generally accepted standards for volunteer organizations pursuing that activity.
 - Share ideas and resources across branches with goals of:
 - Consistency where practical
 - Learning from one another to improve both volunteer and student experience
 - Understanding industry best practices and relevant research, where available

¹The Board policy Mountaineers Activity Standards as first approved by the Mountaineers Board of Directors on Jan 17, 2019. This Policy currently requires activity standards that are equal to or exceed generally accepted standards for volunteer organizations pursuing that activity. Found at is at <https://www.mountaineers.org/about/vision-leadership/board-of-directors/board-policies/clubwide-activity-standards/>

4. MEMBERSHIP

Membership of the Navigation Council consists of all Branch Navigation Committee chairs and vice-chairs.

5. GOVERNANCE

The Navigation Council is led by group governance. There are no elected or appointed Officers or specific positions of leadership. Collectively, the group is responsible for convening regular meetings, ensuring The Mountaineers Navigation Standards are reviewed annually and submitted to Branch Leadership Committee for approval when updated, and assigning a facilitator for key decisions.

6. DECISION-MAKING

After group discussion and deliberation, a motion to bring business before the Navigation Council for decision may be made by any two Council members. Each branch has a single vote, to be cast by the branch Navigation Committee chair or delegated proxy. Any business that comes before the Council for decision making must pass by two-thirds consensus of the branches present, including delegated proxies, in order to be adopted². For example, there are currently seven branches which, rounding up, would require five branches to establish a quorum. If five branches were present, an affirmative vote (rounding up) by four branches would be required to pass a motion. A proper record by person and by branch of all votes shall be maintained. A proper record of all votes by person and by branch shall be maintained.

Quorum

Two-thirds of the club's Navigation Committee chairs, including delegated proxies, must be present to make a decision.

Eligibility

Each branch Navigation Committee chair, including delegated proxies, is eligible to participate in consensus decision-making Each branch has a single vote.

Proxy

In the event that a branch Navigation Committee chair is unable to attend a meeting, they may delegate their proxy to another individual in attendance. A verifiable proxy may be in, but not necessarily limited to, the following formats: written, email, text message, or voicemail.

Table

In support of transparency and allowing time for Council members to confer with their committee, any Council member may make a motion to table the vote until a specific

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future date. The Council is obligated to honor a motion to table a topic for up to four weeks. If the motion is to table the vote for an extended period of time, or if the topic has already been tabled, the Council will vote on whether and for how long to table the decision.

Electronic Consensus

The Navigation Council may make decisions in between regular meetings to speed up the decision-making process using email, Basecamp, or other electronic means. The process is as follows:

1. After sufficient discussion via electronic means, a member poses the question: “Is there anyone who would like to have a special meeting before seeking consensus on a decision?”
 - a. If a member wishes to have a special meeting, they schedule and publish a meeting with at least 4-weeks’ notice (this can be online, but must be open to the entire Council). Those present at the meeting will decide by consensus whether to put the issue to vote during the special meeting or to conduct the vote on the issue at a later date.
 - b. If, after 7 days, no member requests a special meeting, Council may seek consensus via electronic vote.
 - c. Once a decision is put to an electronic vote, all members have 14 days to vote. A non-vote after 14 days will be recorded as “abstained”
 - d. A two-thirds (rounding up) consensus vote of those not abstaining passes the motion.
 - e. To make a decision by electronic consensus, an electronic quorum must be established by having votes from two-thirds of the branches. Non-votes or abstentions are not counted as votes. Any business that the Council decides by electronic consensus must pass by two-thirds consensus of all branches voting, including delegated proxies, in order to be adopted³. A proper record of all notices and all votes by person and by branch shall be maintained.
2. Branch Navigation Committee chairs, including delegated proxies, must have 7 days to respond with their position.

7. MEETINGS

The Navigation Council convenes annual or more frequent meetings called Navigation Summits. Navigation Summits are typically held in the fall - during the months of September, October, or November - and facilitated by a designated Mountaineers staff representative. All Navigation Council members, plus key activity volunteers approved by their branch Navigation Committee chair, are invited to attend Navigation Summits. Additional Council meetings may be held at the discretion of the Navigation Council. A quorum of two-thirds of the club’s Navigation Committee chairs, including delegated proxies, must be present to make a decision on any matter.

³For example, there are currently seven branches which, rounding up, would require five branches to vote to establish an electronic quorum. If five branches were to vote, an affirmative vote (rounding up) by four branches would be required to pass a motion.

8. REMOVAL OF MEMBERS

No Navigation Council member shall be removed from the Council except for good cause. The process of removal may be initiated upon a two-thirds vote of the Navigation Council, with the affected Council member counting only toward the quorum. Removal may only be voted for good cause shown at a meeting called for that purpose, with notice of that purpose sent to all Council members and to the Vice President of Branches.

In the event of a dispute about whether a particular role in a branch should serve on the Navigation Council, the Vice President of Branches will consult as necessary and make the final decision.

9. AMENDING THE COUNCIL CHARTER

Amendments to this Navigation Council charter may be proposed by any Council member. Approval by the Navigation Council should follow the chartered decision-making process. All amendments must also be approved by the Branch Leadership Committee.

Amendment History:

Approved by vote of Branch Leadership Committee: 1/18/2023