

SNOWSHOE COUNCIL CHARTER

1. ACTIVITY COUNCIL NAME

The name shall be the Snowshoe Council.

2. AUTHORITY

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

- Maintain and revise Clubwide Snowshoe Standards for approval by Branch Leadership Committee.
- Develop and maintain organization-wide protocols for Mountaineers Snowshoe programs, including but not limited to:
 - Course curriculum and assessment
 - Leadership development
 - Activity-specific risk management
 - Use of shared teaching locations

3. PURPOSE

The Snowshoe Council is a decision-making body. The purpose of the Snowshoe Council is to promote safe and enjoyable Snowshoe programs that also strive to conserve the natural world. The Snowshoe Council does this by maintaining Clubwide Snowshoe Standards and by promoting shared ideas and resources across branches.

Snowshoe Council Responsibilities:

- Review/audit and revise Clubwide Activity Standards, at least annually.
- 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
- Make other cross-branch decisions as determined by the Council.

4. MEMBERSHIP

Membership of the Snowshoe Council consists of:

- Snowshoe Committee Chairs (or proxies)

At the discretion of each branch Snowshoe Committee, other key activity volunteers are invited to attend meetings and encouraged to participate in group discussions.

5. GOVERNANCE

The Snowshoe 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 Clubwide Snowshoe Standards are reviewed annually and submitted to

Branch Leadership Committee for approval when updated, and assigning a facilitator for key decisions.

6. DECISION-MAKING

A motion to bring business before the Snowshoe Council for vote may be made by any two Council members. Any business related to Clubwide Snowshoe Standards or the Snowshoe Council Charter that comes before the Council for a decision making must pass by 100% consensus of the voting members, including delegated proxies and any members not present, in order to be adopted. Members not present must submit an electronic vote within 2 weeks of the request. Failure to respond is taken as consent. Other business must pass by simple majority of members present who did not abstain.

Quorum

A maximum of one voting member, including delegated proxies, may be absent to make a decision, the exception being decisions on Clubwide Standards or the Council Charter, in which case all voting members must vote.

Eligibility

Each Snowshoe Council member shall be eligible to cast votes for all motions and other Council business. Each Council member may cast a single vote.

Proxy

In the event that a Council member 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 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.

Voting Electronically

The Snowshoe Council may vote between meetings to speed up the decision making process using email, Basecamp, or other electronic means. The process is as follows:

1. After sufficient discussion, a member poses the question: "Is there anyone who would like to have a special meeting before putting this to vote?"
 - a. If a member wishes to have a special meeting, the member schedules and publishes 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 conduct a vote on 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, the Council can put the issue to vote.
2. An electronic vote must allow members 7 calendar days to cast their vote.
3. Veto rules apply.

7. MEETINGS

The Snowshoe Council convenes annual or more frequent meetings called Snowshoe Summits. Snowshoe Summits are typically held in April. Additional Council meetings may be held at the discretion of the Snowshoe Council. A quorum of decision-making members must be present to make a decision on any matter. In addition to Council members, attendees may include key activity volunteers and other committee members (at the discretion of their Snowshoe Committee).

8. REMOVAL OF MEMBERS

No Snowshoe 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 Snowshoe 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 Snowshoe Council, the Vice President of Branches will consult as necessary and make the final decision.

9. AMENDING THE COUNCIL CHARTER

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

Amendment History:

The Snowshoe Council Charter was first approved following review of the Branch Leadership Committee on 6/21/2023.