

Policy Type:	Board Policy
Policy No:	107
Title:	Board Committees
Date Reviewed:	November 28, 2017
Date Revised:	August 27, 2019

**SUBJECT: BOARD COMMITTEES**

I. OBJECTIVE: It is desirable from time to time for the Board of Directors to appoint committees to make special studies and make recommendations to the full Board. It is also desirable to facilitate communication between the Board and General Manager by establishing an executive committee.

II. POLICY:

- A. The Board of Directors shall have one standing committee, the Executive Committee. Its members shall include the President, Vice President, and Secretary-Treasurer. The President shall be the presiding officer of this committee. The duties of this committee shall be advising and assisting the General Manager. Other duties may be assigned to this committee by resolution of the Board of Directors.
- B. Other committees may be appointed by the President or by resolution of the Board. These committees shall receive full instructions from the Board, by resolution, regarding their powers and duties. The President may appoint the chair of committees, or by resolution, the Board may appoint the chair.
- C. All committees shall, upon request, have the advice and assistance of the General Manager, SMPA staff, and consultants.

III. RESPONSIBILITY: It shall be the responsibility of the President and Board to authorize the appointment of, as well as delineate the duties of appointed committees.

It shall be the responsibility of the General Manager to bring to the attention of the Board the need for committees. It shall be the responsibility of the committee chair to coordinate the activities of the committee and call it into session when appropriate. The committee shall be responsible for formulating and presenting its report to the full Board.