

Executive Committee

1. Introduction

The Bylaws of the Yellowknife Ski Club state that: “the Board of Directors shall have the power to appoint chairpersons to head necessary committees, who shall be responsible to the Board and shall not hold the designated offices for any period beyond the next annual general meeting.”

The Bylaws also state that: “The President shall be responsible for the general management and supervision of the affairs and operations of the Club.”

2. Name

A committee of the Yellowknife Ski Club, called the ‘Executive Committee’, is hereby established.

3. Membership and Chairperson

The Executive Committee shall have as Members: the President; Vice-President; Past-President; Treasurer; and, Secretary of the Yellowknife Ski Club.

The Chair of the Executive Committee shall be the President.

4. Mandate

The Executive Committee has the following responsibilities:

- To advise the Board on: strategic planning; constitution and bylaw review; policy development; human resource management; and, financial management.
- To advise the President on the general management and supervision of the affairs and operations of the Yellowknife Ski Club.

5. Accountability

The Chair shall report to the Board on the work of the Executive Committee.

Yellowknife Ski Club Executive Committee Mandate

6. Meetings

- The Executive Committee shall determine a meeting schedule that will facilitate achievement of the Committee's work plan, which shall include at least four meetings per year. Executive Committee meetings are scheduled at the call of the Chair, with at least four days notice.
- Quorum for a meeting is three Members of the Executive Committee. At the discretion of the Chair, others may be invited to attend Executive Committee meetings where their advice or input is indicated.
- Executive Committee meetings may be in person or by any other means that facilitates communication of all attending Committee Members simultaneously.
- Decisions or advice of the Executive Committee shall be the result of consensus wherever possible, or by majority vote where necessary, with the Chair having the deciding vote in the case of a tie.
- Minutes that reflect all significant decisions or recommendations of the Executive Committee shall be kept at all regular meetings, and shall be provided to the Board by the Chair.

7. Adoption

The Board adopted this Executive Committee mandate on August, 12, 2012, and renewed it on October 2, 2012.