



Christian County Assembly

EXECUTIVE COMMITTEE

The Executive Committee was authorized by the approval of the CCMRA Bylaws on 08/08/2023. This committee is a standing committee. A standing committee performs a continuing function and operates on a year-to-year basis. This committee being a standing committee will also have a Holdover Member to maintain continuity. Either the Chairman, or if he/she is unable to act, then some other active member of the Committee shall be appointed as a member in the succeeding year.

MISSION PURPOSE/OVERVIEW: The executive committee, one of many committees the board may establish, includes the board's officers – president, vice president, treasurer, and secretary. Although the members of the executive committee hold the board's leadership positions, the committee differs from the board in the scope of its authority and its ability to act independently.

In addition to the board's officers, the executive committee includes committee chairs. The executive committee, even considering its membership, still answers to the membership and is bound by the membership's voting power and the provisions of its organizing documents.

Authority. The Executive Committee is a committee of the Board established under Section 7.01.5 of the CCMRA Bylaws.

Membership.

- Officers and Committee Chairs may serve on the Committee. The Board will appoint members of the Committee and a Chair, each to serve for one- year terms. Appointment to the Committee requires a majority vote of the board of directors then in office.
- The Board of Directors may fill vacancies on the Committee. The Board may remove a Committee member from the Committee at any time, with or without cause.

Operations

- The Committee will meet with such frequency as it may determine. The Chair of the Committee will preside over Committee meetings. A majority of Committee members will constitute a quorum. Committee approvals will require a vote of a majority of the Committee members present at a meeting at which a quorum is present.
- The Committee will report its activities to the Membership on a regular basis and will keep minutes of its meetings.

- The Committee may invite any non-Committee member to attend meetings or meet with Committee members.
- The Committee will review the “Statutory Limitations on Executive Committee Authority” periodically and recommend any proposed changes to the membership for review and approval. The Board may amend this charter at any time.

Statutory Limitations on Executive Committee Authority

Because of statutory limitations, the Board may not authorize the Committee to, and the Committee may not: fill vacancies on the Board or on any committee with Board authority; designate or remove from office any directors, or lengthen the term of any director; fix compensation of the directors; amend, repeal, or adopt provisions of the bylaws or articles of incorporation; amend or repeal any Board resolution that is, by its own express terms, not so amendable or repealable; create Board committees or appoint members of Board committees; authorize indemnification for any agent of Client; expend corporate funds to support a nominee for director after there are more people nominated for director than can be elected; authorize the merger of Client, or the lease or transfer of substantially all of Client’s assets; authorize or revoke the decision to wind up and dissolve Client; or approve a self-dealing transaction, except as provided in Missouri Nonprofit Corporation Law.

- Act with full authority of the Board between Board meetings, subject to statutory and Board-imposed limitations on committee action.

MEETINGS. The executive committee shall function like other committees in meeting independently to hammer out solutions or gather information, followed by reports to the membership for voting and decision-making. In the end, the role of the executive committee is balanced against the power of the full board to ensure proper governance.

Committee Members

CCMRA Board of Directors
 Membership Committee Chairman
 External Affairs Committee Chairman
 Advocacy Committee Chairman
 Communications Committee Chairman

Duties and Responsibilities.

Chairman: Provide leadership for the committee.

- Facilitate communication and discussion during the meetings
- Serve as spokesperson within the organization for the committee
- Facilitate the meeting according to the agenda
- Create the agenda in partnership with committee members
- Provide research as needed for the committee

- Send out meeting reminders and agendas
- Take minutes during the meeting and create the monthly Board report
- Bring the viewpoint of the Board of Directors to the committee discussion
- Bring action items and recommendations from the Committee to the Board of Directors when necessary.
- Report Board decision back to the committee.

Committee Member Responsibilities:

- Serves in an advisory role to guide the committee
- Expresses ideas and provides input
- Actively participates in meetings, contributing to the discussion, brainstorming, and sharing innovative ideas
- Reviews material and provides input for improvement
- Serves as internal/external linkages for CCMRA to open doors to further the organization's mission and vision.
- Participate in the development and implementation of the committee work plan

Time Commitment For Committee Members - Committee members should anticipate being available an average of 3-4 hours per month.