

<p align="center"><i>Black River-Matheson Chamber of Commerce</i></p>	<p align="center">POLICY NUMBER</p> <p align="center">2009-05</p>
<p><u>POLICY</u></p> <p align="center">COMMITTEES</p>	<p>NEW</p> <p>Board:</p> <p>AGM: October 13, 2009</p>
	<p>Pages 1 of 1</p>

1. POLICY STATEMENT

The Black River-Matheson Chamber of Commerce Board may use committees and ad hoc committees to further the work of the chamber. This policy ensures that the board establishes terms of reference and specific duties for each of these committees, as the need arises.

2. OBJECTIVES

- A. Committees report directly to the board and have no authority other than to draft recommendations or prepare alternatives for the board's consideration.
- B. Committees operate for defined periods of time and have a specific purpose which may be defined in written terms of reference.
- C. Committees coordinate work, do research and draft documents to be reviewed and adopted by the board as a whole.
- D. A committee that is established by the board may include future chamber members.
- E. Meetings of committees may be called by the chair of the committee or by a majority of the members of a committee.
- F. Meetings of committees shall always be open to any member of the chamber.
- G. The President is always an ex-officio member of any committee.