

# **Florida Trail Association Chapter Council Charter**

*from FTA Bylaws, revised March 23, 2022, and Chapter Operations Procedures October 19, 2019*

The Chapter Council is a Standing Committee of the Board of Directors. The Board is responsible for establishment of policy. Chapter Council may make recommendations for new or revised policy to the Board. The Committee Chair is a director and is appointed by the Board Chair. Additional Board Directors may be assigned to Chapter Council Committee by the Board Chair.

Each chapter shall select a representative, who may or may not be the chapter chair. The representative will report to their chapter information and activities of the Council. Each chapter has one vote per chapter regardless of number of representatives. A quorum shall be reached by representation of the majority of the chapters. The Committee Chair shall only vote in the event of a tie. Additional Directors from the Board shall not vote but may provide advice and guidance to the Committee.

Meetings will be scheduled at least 3 times a year, with online participation permitted. Special meetings may be called by the Committee Chair, or a majority of the representatives provided all members of the Committee are given 3 days notice.

Revisions to this charter may be recommended from the Chapter Council or the Board. The Board per the Bylaws must approve any changes.

The purpose and responsibilities of the Chapter Council shall be:

- Provide a forum for discussion, exchange of ideas, and problem-solving for chapter level issues and concerns
- Advise the Board on chapter needs and issues
- Coordinate and oversee regional conferences
- Promote and facilitate training of officers and committee chairs at the chapter level
- Receive and act on matters referred to it by the Board
- Promote the recruitment and nurturing of membership at the chapter level
- Identify potential candidates for all elected state level positions and provide that information to the Nominating Committee
- Discover emerging concerns related to the Florida Trail system and the Association

Author: Leslie Wheeler, Chapter Council Chair, November 12, 2022

Approved December 3, 2022 - Chapter Council

Approved March 7, 2023 – FTA Board of Directors