

Governance Charter

1. Committee Purpose: Responsible for the ongoing review and recommendations to enhance the quality and future viability of the Board.
2. Duties:
 - Serve as the Board's Parliamentarian
 - Conduct a biennial review of AOC's OpMans
 - Review Board practices and suggest improvements as needed to ensure effective governance practices.
 - Assess/determine appropriate composition of the Board, to include size and collective attributes.
 - Review/update the Board's roles, responsibilities and focus areas.
 - Maintain and/or prepare amendments to the Constitution and By-Laws in accordance with the appropriate laws and the wishes of the membership and the BOD.
 - Counsel the President and the Board on items of Association business affected by the Constitution.
 - Consult with the AOC legal counsel as required to ensure compliance with all appropriate laws and statutes.
 - Review OpMan revisions (or new submissions) prior to presentation to the Board for approval to ensure that they are not in conflict with the Constitution or By-Laws.
 - Review/approve petitions for new chapters.
 - Lead the development of Ad-Hoc or new Committee Charters and ensure they are reviewed and updated regularly
 - Consult with the Executive Director to ensure that appropriate governance topics and/or specific items are covered during the initial BoD member orientation.
 - Design and oversee governance related new Executive Director's orientation.
3. Chair: Appointed by the President for an objective term of a minimum of one (1) year.
4. Members: Committee Chair
5. Staff Support: Executive Director
6. Required Financial Resources: To be determined annually and requested if required.
7. Duration: Ongoing

8. Communication/Updates to BoD: Regular reports are made to BoD at all meetings on status of governance actions to include proposed changes to Bylaws and/or OpMans
9. Participation by Non-Committee Members:
 - Members submit proposed Bylaws changes to the committee for review prior to a vote by the Board and membership.
 - OpMan owners submit proposed revisions to the committee, which will review for compliance with the Bylaws prior to vote by the Board.
 - Staff director of membership operations forwards petitions for new chapters to the committee chair for review/approval.

