

NFFS POLICY FOR COMMITTEE APPOINTMENTS.

1. The NFFS Board of Directors (four Vice Presidents and the President) may establish short-term or standing committees as needed to perform the responsibilities of the Society.

2. Committee Definitions:

2a. Short-term committees. Those appointed to do a specific task, e.g.: nominating or special event study, etc. Short-term committees will disband after completion of the task at hand or by a specified date, as stated at the time of appointment.

2b. Standing committees. Appointed with a long-term commitment to an event or events, which have a responsibility to promote activities of the Society over a long period of time, e.g.: Education, Nostalgia, Publications and any future USOC or USIC Advisory, FAI World Championships, committees etc.

Short Term Committees:

1. Membership: Short-term committees may have any number of members and have no requirement that membership represents regional distribution.

2. Appointments: The president after consultation with the board of directors will appoint short-term committees. Appointments shall be for a specific task or time.

3. Duties: The committee shall perform its assigned task and submit a report on its activities at the conclusion of the task or the specified time. All reports from such committees will be distributed to the members of the board in a timely fashion.

4. Responsibility to act: A short-term committee is responsible to the President of the Society. Committee members not performing their assigned duties may be replaced upon written notice from the President of the Society. Replacement committee members will be appointed as indicated above.

Standing Committees:

1. Standing Committees include but are not limited to the following:

- Competition
- Education
- Publications
- Public Relations

2. Other Standing Committees. All Standing committees will be composed of four members, one from each district and appointed by each district Vice President. Committee members will select the chairman of each Standing committee, or a committee may be chaired by a fifth member chosen at large by and serving at the discretion of the President. A committee chair may be changed at the discretion of the NFFS President.

3. Term of office: Membership on all standing committees is four years. Where possible, terms shall be staggered so that every other year, rotating by districts, two of the committee members will be replaced or reappointed. The Vice President of the district whose member is up for replacement will be responsible for selecting a member, which may include appointing a new member or re-appointing the incumbent. Rotation will coincide with the term of office of the appointing vice president.

4. Subcommittees: Standing committees may appoint subcommittees to perform specific tasks, which are defined and limited in nature. Subcommittee members will also stand for reappointment every four years, with approval by the President and the Board of the NFFS. Since sub-committees are limited in scope, or numbers of members, they are not subject to the district membership requirement.

5. Duties: Standing committees receive their direction from the President and the Board of the NFFS or the Committee Chairman in charge. (See organization chart). A report on the activities of all committees will be submitted to the President and Board prior to each Board of Directors meeting, or more frequently if requested, 30 days in advance. This report will include a summary of activities of committees and sub-committees. Every effort should be made to follow the organizational chart to ensure continuity of communications.

6. Responsibility to act: Appointed committee members who are not active in the business of the committee over a period of at least six months can be relieved of their responsibilities by the President or Board of Directors. The President will notify the member in writing of his replacement on the committee. Replacement members will be appointed using the same procedure as specified above.

Roles of the President and Vice Presidents:

1. The NFFS President is considered a de facto member of all committees and all pertinent correspondence is to be shared with him.

2. Vice Presidents are eligible to be appointed to serve on standing committees or may be appointed to serve on short-term committees. Vice Presidents not serving on such committees will be kept informed by the President about the pertinent operations of each of the committees.

Effective Implementation Date of this Policy:

The NFFS Board of Directors will implement this policy within 60 days after its approval.

Prepared for review by Rex Hinson April 17, 2006

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