

WACD POLICY # 2012-002
EXECUTIVE COMMITTEE WEEKLY CONFERENCE CALL POLICY

The Washington Association of Conservation Districts (hereinafter referred to as “the Association”) assigns responsibility to the Executive Committee for the routine operation of the Association. To facilitate communication and ensure progress with scheduled actions, and to respond to events and the need for action, the Executive Committee shall hold a weekly conference call, scheduled as determined by the President. Participants in the call shall include the Executive Committee officers, and the call is open to the elected Commission (regional) representatives who may participate on a routine basis or at the request of the Executive Committee. The Executive Director shall prepare a weekly agenda, shall moderate the call, and shall compile and distribute to call participants an action status report following each teleconference.

Elected Commission (regional) representatives shall participate in the weekly call occurring most conveniently prior to a scheduled Commission meeting, so Association officers and elected Commission representatives may together review and discuss items before the Commission.

Call participants shall identify themselves upon joining the conference call, so an accurate record can be made of call participants.

The Association shall maintain a toll-free number, and proper PIN numbers, for use in this conference call.