

Executive Committee Charter

Approved 11-22-2022

Charge

The Executive Committee derives its authority from Article 5, Section 2 (a) of the Orleans Conservation Trust (the “Trust”) Bylaws (the “Bylaws”), which charges the Committee to act with full authority of the Board of Trustees (the “Board” or “Trustees”) between Board meetings on time-sensitive matters, subject to statutory and Board-imposed limitations on committee action as set forth in the Bylaws.

Composition

The President, the Vice President, the Treasurer, and the Clerk shall all serve as *ex officio* voting members and the Executive Director shall serve as an *ex officio* non-voting member of the Executive Committee. The President may appoint additional Trustees to the Executive Committee at her or his discretion at any time.

Term

The Members of the Executive Committee shall serve until the meeting of the Trustees following the next Annual Members’ Meeting and their respective successors are duly elected or appointed, as the case may be.

Responsibilities

In addition to such other rights and duties as are delegated to it by the Trustees, the Committee’s general responsibilities include:

- Provide direction and recommend organizational priorities, consistent with the strategic plan, to the Board to meet the Trust’s mission;
- Set the agendas for meetings of the Board;
- Work closely with the Executive Director and consult with him or her on important matters;
- Serve as a source of ready advice the Executive Director and the Board on the Trust’s operating matters; and
- Complete such other tasks as the Committee shall take on commensurate with its charge and delegated responsibilities.