

## **CROSS-COUNTRY SKIING COUNCIL CHARTER**

### **1. ACTIVITY COUNCIL NAME**

The name shall be the Cross-Country Skiing Council.

### **2. AUTHORITY**

This Cross-Country Skiing Council charter is adopted by authority of the Branch Leadership Committee. As approved by the Branch Leadership Committee, the Cross-Country Skiing Council has the following authority:

- Maintain and revise Clubwide Cross-Country Skiing Standards for approval by Branch Leadership Committee.
- Develop and maintain organization-wide protocols for Mountaineers Cross-Country Skiing programs, including but not limited to:
  - Course curriculum and assessment
  - Leadership development
  - Activity-specific risk management
  - Use of shared teaching locations

### **3. PURPOSE**

The Cross-Country Skiing Council is a decision-making body. The purpose of the Cross-Country Skiing Council is to promote safe and enjoyable Cross-Country Skiing programs that also strive to conserve the natural world. The Cross-Country Skiing Council does this by maintaining Clubwide Cross-Country Skiing Standards and by promoting shared ideas and resources across branches.

Cross-Country Skiing Council Responsibilities:

- Review/audit and revise Clubwide Cross-Country Skiing Standards, at least annually.
- Share ideas and resources across branches with goals of:
  - Consistency where practical
  - Learning from one another to improve both volunteer and student experience
  - Understanding industry best practices and relevant research, where available
- Make other cross-branch decisions as determined by the Council.

### **4. MEMBERSHIP**

Voting membership of the Cross-Country Skiing Council consists of:

- Cross-Country Skiing Committee Chairs (or proxies)<sup>1</sup>. Each branch/lodge gets a single vote.

At the discretion of each branch Cross-Country Skiing Committee, other key activity volunteers are invited to attend meetings and encouraged to participate in group discussions.

### **5. GOVERNANCE**

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<sup>1</sup> This includes any committee whose scope includes Clubwide Cross-Country Skiing Standards, as included in their committee charter and approved by their branch.

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The Cross-Country Skiing Council is led by group governance. There are no elected or appointed Officers or specific positions of leadership. Collectively, the group is responsible for convening regular meetings, ensuring Clubwide Cross-Country Skiing Standards are reviewed annually and submitted to Branch Leadership Committee for approval when updated.

## **6. DECISION-MAKING**

A motion to bring business before the Cross-Country Skiing Council for vote may be made by any two voting Council members. Any business related to Clubwide Cross-Country Skiing Standards or the Cross-Country Skiing Council Charter that comes before the Council for a decision making must pass by 100% consensus of the voting members, including delegated proxies and any members not present, in order to be adopted. Members not present must submit an electronic vote within 2 weeks of the request. Failure to respond is taken as consent. Other business must pass by simple majority of members present who did not abstain.

### **Eligibility**

Each branch Cross-Country Skiing Committee has one vote, held by the Cross-Country Skiing Committee chairperson or their delegated proxy.

### **Proxy**

In the event that branch Cross-Country Skiing Committee chairperson is unable to attend a meeting, they may delegate their proxy to another individual in attendance. A verifiable proxy may be in, but not necessarily limited to, the following formats: written, email, text message, or voicemail.

### **Quorum**

Two-thirds of voting members, including delegated proxies, must be present to make a decision, the exception being decisions on Clubwide Standards or the Council Charter, in which case all voting members must vote.

### **Table**

In support of transparency and allowing time for Council members to confer with their committee, any Council member may make a motion to table the vote until a specific future date. The Council is obligated to honor a motion to table a topic for up to four weeks. If the motion is to table the vote for an extended period of time, or if the topic has already been tabled, the Council will vote on whether and for how long to table the decision.

### **Voting Electronically**

The Cross-Country Skiing council may vote between meetings to speed up the decision making process using email, Basecamp, or other electronic means. The process is as follows:

1. After sufficient discussion, a member poses the question: "Are we ready to vote electronically or would someone like a special meeting?"
  - a. If all members consent, an electronic vote is held.

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- b. If a member wishes to have a special meeting, the member schedules and publishes a meeting with at least 4-weeks' notice (this can be online, but must be open to the entire voting Council membership). Those present at the meeting will conduct a vote on whether to put the issue to vote during the special meeting or to conduct the vote on the issue at a later date.
  - c. If, after 7 days with no consensus to vote and no member requests a special meeting, the Council will put the decision to an electronic vote.
2. An electronic vote must allow members 7 calendar days to cast their vote.

## **7. MEETINGS**

The Cross-Country Skiing Council convenes annual or more frequent meetings called Cross-Country Skiing Summits. Additional meetings may be held at the discretion of the Cross-Country Skiing Council. In addition to voting Council members, attendees may include key activity volunteers and other committee members (at the discretion of their Cross-Country Skiing Committee).

## **8. REMOVAL OF MEMBERS**

No Cross-Country Skiing Council member shall be removed from the Council except for good cause. The process of removal may be initiated upon a two-thirds vote of the Cross-Country Skiing Council, with the affected Council member counting only toward the quorum. Removal may only be voted for good cause shown at a meeting called for that purpose, with notice of that purpose sent to all Council members and to the Vice President of Branches.

In the event of a dispute about whether a particular role in a branch should serve on the Cross-Country Skiing Council, the Vice President of Branches will consult as necessary and make the final decision.

## **9. AMENDING THE COUNCIL CHARTER**

Amendments to this Cross-Country Skiing Council charter may be proposed by any Council member. Approval by the Cross-Country Skiing Council should follow the chartered decision-making process. All amendments must also be approved by the Branch Leadership Committee.

Amendment History:

The Cross-Country Skiing Council Charter was first approved following review of the Branch Leadership Committee on June 15, 2022.