

Policy: Committees

The Board may establish committees as it sees fit to manage the various activities necessary for the smooth functioning of the Association:

Standing committees are ongoing and have specific purposes. Current standing committees include:

Annual Meeting

This committee arranges the annual membership meeting.

Annual Sale

Organizing and managing the logistics of the production sale is accomplished by this committee.

Annual Show

The annual NCHCA show is planned and manned by this committee.

Calendar

The production of an annual calendar featuring photos from member farms is managed by the calendar committee.

Hoofbeat

The Hoofbeat is the quarterly publication of the Association. The committee manages its publication.

Juniors

The junior committee plans and coordinates activities for the junior association, including cow camps, shows, excursions for the annual meeting, and other junior activities.

Membership

This committee works on maintaining and expanding the membership.

Website

This committee works to keep the Association's website useful and relevant to the membership and others.

World Beef Expo

The Highland show at the World Beef Expo in Wisconsin is coordinated by this committee.

Ad hoc committees may be established to accomplish specific tasks and will dissolve upon completion of the charge.

Participation on committees is open to association members.

At least one member of the committee should be a current NCHCA director or officer to facilitate communication with the Board of Directors.

Adopted 11/04/2019

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Committee expectations and authority

Committees are expected to meet at least once per year, and more often as deemed appropriate by committee members to accomplish the committee's purpose.

A committee chair should be chosen by the committee members. The responsibilities of the chair include:

- Identify and communicate with committee members
- Convene committee meetings
- Communicate with the board of directors as appropriate
- Manage spending within budgets approved by the board of directors. Coordinate financial activities with the Association Treasurer.
- Execute contracts on behalf of the association necessary for the activities of the committee. The chair may authorize another committee member to execute contracts in his/her absence.
- Provide a report to the membership at the annual meeting

The board of directors reserves the right to remove a committee chair if, in the judgment of the board, these responsibilities are not being met. In that case, the committee will be charged with selecting a new chair.

Budget authority for each committee is established by the board of directors based on past expenditures. Committees may request additional budget authority from the board of directors.

Separate checking accounts may be maintained for a committee at the discretion of the board. If a separate account is established for a committee, the committee chair or his/her designee is responsible for maintenance of the account, but the Treasurer oversees all accounts. The committee chair or designee reports periodically to the treasurer and annually to the membership at the annual meeting.

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