

	FMCA POLICIES AND PROCEDURES	INDEX NO. 2006	APPROVAL LEVEL GB
	SUBJECT Executive Board Responsibilities	EFFECTIVE 7/03	SUPERSEDES
	SPECIAL DISTRIBUTION		

POLICY

The Executive Board has the governance responsibilities except for those that are specifically reserved for the Governing Board. The Executive Board approves specific member and volunteer policy, reviews and approves budgets, exercises fiscal oversight, and engages in strategic planning for the organization and submits these to the Governing Board for concurrence. The Executive Board has the authority to act for the Governing Board on all ordinary matters requiring attention between meetings of the Governing Board or in the event of unusual or emergency situations.

PROCEDURE

Responsibilities

1. The Executive Board serves as a steering committee to provide for orderly and efficient operation of FMCA.
2. The Executive Board shall define and establish objectives for FMCA, and recommend to the Governing Board methods for achieving such objectives.
3. Any resolution of the Executive Board requiring approval of the Governing Board before it can take effect shall be referred to the Governing Board for action at its next regularly scheduled meeting, or by a majority vote of the Executive Board may be considered by mail ballot. The balloting procedure established in FMCA Policies and Procedures #2015, Governing Board Voting Procedures, shall be followed in conducting mail ballots.
4. The voting members of the Executive Board also shall serve as the Board of Directors of any wholly owned subsidiary of FMCA, in accordance with the Code of Regulations. The Immediate Past President shall serve as a non-voting advisor to the Board of Directors.