

Lessard-Sams Outdoor Heritage Council

MEMO: Agenda Item #6
DATE: Tuesday, August 26, 2025
SUBJECT: Dissolution of Executive Committee
PRESENTER: Chair Hartwell and LSOHC Staff

Suggested Motion:

Motion by Member XX to approve/deny dissolution of LSOHC's "Executive Committee" and removal of the term from LSOHC operating procedures by adopting the following change:

"iii. Distribution of officers among appointing authorities: 1) Whenever practicable, **executive** officer positions should be representative of all three appointing authorities."

"vii. Proxy: Members may vote by proxy for election of **officers Executive Committee members only**. If a member wishes to vote by proxy, that member shall provide their proxy to the COUNCIL staff and indicate the member they wish to have the signed proxy given to." (located on page 2 of LSOHC's Operating Procedures). (note: Potential changes to operating procedures highlighted above in yellow)

Background:

Within the LSOHC Operating Procedures the terms "Executive Committee" and "executive" are each used only once. That single use of each is on page two, Sect. 1, C(2a), subparts "iii(1)" and "vii" and relates to the Election of Officers.

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"vii. Proxy: Members may vote by proxy for election of **Executive Committee** members only. If a member wishes to vote by proxy, that member shall provide their proxy to the COUNCIL staff and indicate the member they wish to have the signed proxy given to."

That single use appears to constitute that the Council has an "Executive Committee," regardless of whether there has ever been a meeting of the Executive Committee. Regardless, the existence of an Executive Committee becomes important when considering quorum restrictions imposed by the Open Meeting Law (Chapter 13D) that basically state that a quorum of a council, or a quorum of a committee of a council, requires a public meeting unless the subject matter discussed is deemed exempt due to confidentiality or other special exempt concerns.

It is felt that removal of this single use of the term "Executive Committee" from the Operating Procedures would remove the existence of a standing "Executive Committee" and the related quorum concerns unless or until such time as such a committee is reinstated or delegated for one or more specific tasks or topics.

Suggested Procedure: Discussion by Council with potential motion for action.