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To: Executive Board
From: Amy Jewell
Date: 5/17/2024
RE: Executive Board Functions

It has been requested that the Executive Board roles and responsibilities be discussed. Below is additional information to get the conversation started.

CSWD's Charter, Article 3, Section 10. Executive Board – The Board of Commissioners shall have the authority to establish an Executive Board and grant such powers to it as it may deem necessary. The Executive Board shall consist of the Chair of the Board of Commissioners and four members of the Board of Commissioners elected by the Board of Commissioners.

Historical Info:

The Executive Board was created in May 1991 and was the replacement of the previously established Planning Committee. The board passed a resolution establishing the Executive Board, granting power to the Board, and establishing limitations (attached). Historically, the Exec Board has functioned as an advisory board regarding potential items to review with the full board. This run through of potential items may include requests for additional information before bringing to the full board, or suggested changes to improve the communication with the full board.

Other Executive Board info:

- At the Annual Organizational meeting each June, the four additional members are selected to join the Chair to make up the Executive Board.
- At the Annual Organizational meeting, held each June, the Board also has authorized a granting of authority of the Executive Board to approve up to \$100,000 expenditures.
- Exec Board meetings are generally held on the 3rd Monday of the month, a week prior to the full board meeting.