

## Executive Committee

### Purpose

Per the ARL Bylaws Article V, Section 1, the Executive Committee of the Board of Directors exercises the powers of the Board of Directors between meetings of the Board as detailed in Section 1.

### Charge

The Executive Committee is a Board Committee with responsibility to provide leadership in support of the Board's role and responsibilities on behalf of the Association.

### Membership

- The composition of the Executive Committee consists of the President, Vice-President, Immediate Past President, and Treasurer. The ARL Executive Director is an ex-officio, non-voting member of the Executive Committee.
- The President serves as the chair of the Executive Committee.
- ARL staff, as designated by the Executive Director, attend the Executive Committee meetings and are responsible for distributing the agendas and dockets as well as keeping the minutes of the meetings.

### Terms

A member of the Executive Committee serves until the individual no longer holds one of the executive offices.

### Meetings

The Executive Committee meets monthly, including immediately prior to the start of the quarterly Board of Director meetings.

### Areas of Responsibility

- Exercises all the powers of the Board of Directors between meetings of the Board except those outlined in Article 5, Section 1 of the ARL Bylaws

- Appoints Association committee chairs and members

## **Decision-Making**

The actions of the Executive Committee are subject to subsequent ratification by the Board of Directors.

## **Code of Conduct**

The committee adheres to the ARL Code of Conduct in all of its deliberations and activities.

Approved by the Board of Directors July 24, 2019