**Executive Committee**

Updated: December 2018, will need additional revision if 2019 by-laws amendments are approved.

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| Job or Activity Exec Comm | Person Responsible: President, VicePresident, & Tani Bates, executive@pner.net |
| Elected or Appointed? Elected | When? Annually at BOD meeting |
| Specific Qualifications? Yes | If so, what are they? BOD Member |
| If this is a committee, list other members | See above |
| Other positions interface with this one. | Treasurer, any committee with emergency needs. |
| By-laws Description: | . **ARTICLE V: Committees**  **Section I. Executive Committee**. The Executive Committee shall consist of the President, the Vice-President, and a third Board member elected annually by the Board of Directors. The Executive Committee shall be empowered to make all decisions empowered to the Board of Directors. Any decisions so made shall be subject to review at the next meeting of the full Board of Directors. Executive Committee decisions shall be made on an emergency basis only and are usually considered interim until confirmed by a meeting of the Board of Directors. The Executive Committee shall have spending authority to a maximum of $300. Executive Committee approval for the expenditure must be unanimous. |
| Expected monthly time commitment: | 1-2 hours |
| Basic Responsibilities: See by laws description. | |