

Chapter 18: Executive Committee

I. Purpose

In accordance with the *Bylaws (Article VII)*, the Committee shall act for GODORT when time constraints prevent convening or canvassing the Steering Committee. It shall also assist the Treasurer in the preparation of the budget, ensure that the budget is based on complete and accurate information provided by all GODORT units, and conduct budget reviews as requested by the GODORT Chair. No action taken by this committee shall conflict with action taken by the Steering Committee. All action taken will be reported to the Steering Committee.

II. Organization

In accordance with the *Bylaws (Article VII)*, this committee is composed of seven members:

- GODORT Chair
- Assistant Chair/Chair-Elect
- Immediate Past Chair
- Secretary
- Treasurer
- Bylaws and Organization Coordinator
- GODORT Councilor
- Publications Committee Chair

III. Meetings and Communication

- The Committee meets in person and/or virtually on an as-needed basis
- Committee minutes are included with those of the Steering Committee.

Revised 10/2012; 11/2017, 3/2020