

COMMITTEE RULES

Lake Wenatchee Fire and Rescue Auxiliary

1. **Standing Committees.** The standing committees consist of the Audit Committee, the Budget Committee, the Facilities Committee, the Membership Committee, and the Nominating Committee.
2. **Audit Committee.** The Audit Committee shall consist of a minimum of five (5) Members, one (1) of whom shall be a Director. An audit of funds for each fiscal year shall be conducted and presented for approval at the May Meeting.
3. **Budget Committee.** The Budget Committee shall consist of an Active Member of the Auxiliary, the President, and the Treasurer, and shall develop an Annual Budget consisting of anticipated income and expenses to be submitted to the Directors. The Directors shall present the Budget to the Membership at the Annual Meeting for approval.
4. **Facilities Committee.** The Facilities Committee shall maintain Auxiliary assets through inventory management, maintenance, and - in consultation with each event chair – complete setup and removal of necessary items at each event. The Vice President shall chair the Committee and submit an annual budget to the Budget Committee.
5. **Membership Committee.** The Membership Committee shall maintain the current roster of members, record member participation at meetings and events, and assist in recruiting new members. The Secretary shall chair the committee.
6. **Nominating Committee.** The Nominating Committee shall consist of a minimum of three (3) members, one (1) of whom shall be a Director. The Chairman of the Nominating Committee must be an Active Member of the Auxiliary but not a Director of the Board.
7. **Ad Hoc Committees** (Temporary Committees). The President may, from time to time, appoint, with the Board's majority consent, Ad Hoc Committees to execute a specific task on behalf of the Auxiliary and appoint an Active Auxiliary Member as Chairperson in charge of the Ad Hoc Committee. The Ad Hoc Committee shall operate under the guidelines of Section 7.1 hereinabove, and when the given tasks of the Ad Hoc Committee have been completed, the Ad Hoc Committee will be terminated.