

## **PTSO Presidents Advisory Committee Terms of Reference**

### **Purpose:**

The **PTSO Presidents Advisory Committee (Advisory Committee)** will have the responsibility to make recommendations and representations to the Board of Judo Canada (BOD) and will perform such other duties as may be prescribed from time to time by its members.

### **Key duties**

The roles and responsibility of the Advisory Committee are as follows:

- Make recommendations to the BOD on the adequacy and effectiveness of Judo Canada governing documents and policies.
- Identify trends within the Judo community and make recommendation to the BOD.
- Make recommendations and representation to the BOD as required.
- Perform such additional tasks as could be delegated to the Advisory Committee by the BOD from time to time.

### **Authority**

The Advisory Committee has no formal authority other than making recommendation in the name of its members.

### **Composition:**

The Advisory Committee consists of the Presidents of each PTSO Members of Judo Canada.

### **Leadership group**

The Chair and a vice chair will be appointed by the PTSO Presidents Advisory Committee Members by way of Ordinary Resolution. They will serve a term of two (2) years.

### **Meetings:**

Meetings will be held at least twice annually at the call of the Chair, or by request of a majority of the Advisory Committee members. The Advisory Committee will meet by telephone, web conference or in person, as permitted. A member of the Advisory Committee that cannot attend a meeting could be replaced by a representative (non-voting).

From time to time, on the request of the Chair, guest can be invited to a meeting.

### **Quorum:**

A majority of its voting members (50% plus 1)

### **Voting:**

Each Advisory Committee Member will be entitled to one (1) vote. At all meetings of the Advisory Committee, every motion will be determined by an Ordinary Resolution (50% + 1) of the votes cast. In the event of a tie vote, the motion is defeated. For any committee recommendation, the voting information (provinces in favor and provinces against) would be carried out to the board.

### **Reporting:**

The Advisory Committee will report formally to the BOD once a year. Minutes of all meetings will be kept, recorded, and sent to all members and Judo Canada CEO within 30 days of each meeting of the Advisory Committee.