WASHINGTON STATE
BAR ASSOCIATION

Board of Governors

EXECUTIVE COMMITTEE CHARTER

Overall Roles and Responsibilities

The Board of Governors recognizes the need for an Executive Committee to be able to address emergent but non-policy making matters that need timely attention in between Board meetings. The Executive Committee's authority derives solely from the authority of the Board, and is limited by the authority granted by the Board of Governors. The composition of the Executive Committee is set forth in the WSBA Bylaws.
The Executive Committee's specific responsibilities include:

1. To exercise limited powers of the Board between regularly scheduled meetings of the Board because it is generally impractical to convene a Board meeting to respond to a time sensitive decision or action. The Executive Committee may not take any action to establish, change, or alter prior Board decisions or policies; may not take final action to amend bylaws; may not remove a board member or officer from office; can make no decisions to hire or remove the Executive Director; and may not make any changes to the WSBA budget approved by the Board or alter the fiscal matrix.

2. To develop the Board meeting agenda.

3. To serve as a sounding board for executive management and officers on emerging issues, problems, and initiatives.

4. To review, monitor, and support the work of WSBA entities to:

    a. Ensure WSBA's committees continue to do the work of the Board of Governors, as directed by the Board, consistent with our mission, guiding principles, and strategic goals;

    b. Make sure WSBA's regulatory boards are fulfilling their Supreme Court mandates and any other issues the Board of Governors may have asked them to explore; and

    c. Monitor the ongoing activities of the Supreme Court-created boards administered by WSBA, consistent with their charges from the Court.

    To accomplish these goals, the Executive Committee will review annual reports submitted by these entities with their liaison from the Board of Governors and forward recommendations to the Board for review and action as appropriate.

5. To take such other actions that are not specifically prohibited above, are expedient and necessary, and are consistent with the prior policies and decisions of the Board.

Action Taken by the Executive Committee

Action of the Executive Committee shall be made by majority/consensus decision of the Executive Committee. The Executive Committee shall notify the full Board of any decisions as authorized by paragraphs 1 and 5 (above) taken within 24 hours.

Approved by the Board of Governors at the November 22-23, 2019 meeting.