

BUSINESS ADVISORY COUNCIL CHARTER

AMENDMENT

The following revision is made to the charter as signed on March 3, 2020, and hereby amended on date of amendment indicated below:

1. Page 4, subsection 5(a) entitled “*Council Officer Election and Terms*” currently states:

“The council shall elect one member to serve as chair, and one member to serve as vice-chair. The vice-chair shall act as chair in the absence of the chair. Terms of the chair and vice-chair are two years; the chair and vice-chair may serve a maximum of two consecutive terms if reelected. Council members may nominate other members for council officer positions. Election for all positions is by majority vote of all council members, and the votes shall be made by written ballot. Members who will not be present at the time of the election may submit their vote in writing to the director prior to the meeting. If a council officer resigns, the council should hold an election at the next regularly scheduled council meeting. If the newly elected individual feels comfortable, they may begin serving in their position immediately upon being elected, otherwise they may begin serving at the next meeting. If the chair resigns, the vice chair acts on their behalf until the new chair assumes their position.”

This section is revised to state:

“The council shall elect two members to serve as co-chairs. In the absence of one co-chair, the second co-chair shall act as chair. Terms of co-chair are two years; co-chairs may serve a maximum of two consecutive terms if reelected. Council members may nominate other members for council officer positions. Election for all positions is by majority vote of all council members, and the votes shall be made by written ballot. Members who will not be present at the time of the election may submit their vote in writing to the director prior to the meeting. If a council officer resigns, the council should hold an election at the next regularly scheduled council meeting. If the newly elected individual feels comfortable, they may begin serving in their position immediately upon being elected, otherwise they may begin serving at the next meeting. If a co-chair resigns, the second co-chair acts as chair until a new co-chair assumes their position.”

2. Page 4, subsection 5(a) entitled “*Roles of Council Officers*” currently states:

“(i) Chair: The chair works with the director to schedule and set agendas for council meetings. The chair presides over all meetings of the full council and ensures that meetings are run according to accepted meeting practices, signs all correspondence and documents by authorized the council, and generally represents the council's interests and concerns to the public. The chair continues

to represent his or her sector as a member of the council.

(ii) Vice-Chair: The vice-chair serves as chair in the absence of the chair and assists as necessary in performing executive duties of the council. The vice-chair continues to represent his or her sector as a member of the council.”

This section is revised to state:

“Co-Chairs: Co-chairs work in collaboration and mutuality together with the director to set agendas for council meetings. The co-chairs are responsible for developing meeting agendas, attending planning meetings, chairing council meetings, and ensuring engagement of the full council. Additionally, co-chairs ensure that meetings are run according to accepted meeting practices, sign all correspondence and documents authorized by the council, and generally represent the council's interests and concerns to the public. Co-chairs continue to represent their sector as a member of the council.”

All other terms of the charter remain in full force and effect.



John Armor
Director, Office of National Marine Sanctuaries

9/2/22

Date