

OHIO CAVE SURVEY

BOARD POLICY 20-03

OHIO CAVE SURVEY PERMANENT COMMITTEES

This board policy is in accordance with paragraph IV A and B. of the Ohio Cave Survey Bylaws.

1. The Ohio Cave Survey shall have the following permanent committees as governed by paragraph IV A of the Bylaws:

- a. Communications Committee - This committee is responsible for managing the newsletter, web page, social media sites, and other organization communications. The committee can have sub-committee chairs to manage the newsletter, web page, Facebook page, and Twitter page. These sub-chairs answer to the Communications Committee Chair.
- b. Finance Committee - This committee is chaired by the Treasurer and is responsible for managing the organization's finances, establishing an annual budget, and making recommendations to the Board of Directors on financial transactions and other financial matters.
- c. Landowner Committee - This committee is responsible for maintaining a list of landowners and and serve as a liaison between the OCS and the landowner.
- d. Ohio Cave Survey-Ohio Department of Natural Resources Liaison Committee
This committee is responsible for maintaining communication between the two agencies and the coordination and drafting of all MOUs/MOAs (subject to approval of the Board of Directors).
- e. Records Committee - This committee is responsible for the maintenance and upkeep of the cave records database and files. The committee will review all requests for information from the records to determine if the request is valid. One member of the committee will be from the Board of Directors.

2. The OCS President has the authority to appoint ad hoc committees to perform necessary, but temporary, projects on behalf of the organization. All ad hoc committees are temporary and will be dissolved as soon as the project for which it was created is completed.

Approved by the Board of Directors - June 17, 2020