

# Council Advisory Board

## 1 Objective

To oversee and report to Council on the effectiveness and efficiency of the management and to make such decisions about the day to day management that falls outside of the MD Secretaries responsibility and authority.

## 2 Duties

- 2.1 To provide management expertise and advice to the MD Secretary and Council.
- 2.2 To regularly review the effectiveness and efficiency of management.
- 2.3 To undertake the Performance Appraisal of the MD Secretary annually and report back to Council.
- 2.4 To provide assistance and advice to Council, as requested by Council.
- 2.5 To provide assistance and advice to the Council Chairperson, as requested by the Chairperson.
- 2.6 To oversee all PR and communication activities undertaken by the MD Secretary and external providers.
- 2.7 To meet regularly by electronic means.
- 2.8 To meet in person immediately prior to each Council meeting.
- 2.9 To attend all regularly scheduled Council meetings.

## 3 Committee

- 3.1 The Council Advisory Board shall consist of the MD secretary, Council Chairperson, MD Treasurer, three (3) members appointed by the Multiple District Council and a current serving District Governor in a liaison role.
- 3.2 The chairperson shall be one of the three members appointed by Council.
- 3.3 The chairperson will be appointed annually by Council at its last meeting upon recommendation of the committee.
- 3.4 The three board members shall be appointed for three (3) years.
- 3.5 These members would retire in rotation with a new appointment being made each year.
- 3.6 The appointments would be effective from 1 July.
- 3.7 A new member will be appointed by a committee selected from Council and Council Elect (chaired by the incumbent Council Chairperson) after the April Council meeting and before the start of the Multiple District Convention.
- 3.8 Appointed board members may be permitted to serve a maximum of two (2) consecutive terms of three years each. After this period these members must stand down for a period of two (2) years before making themselves available to serve again.

Revision Date:	April 2019
Authorised By:	Council 2018/19
Relates To:	Council Advisory Board



**Lions Clubs New Zealand**

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