## COMMITTEE FLOWCHART





MEMBER COMMUNICATES
IDEA TO COMMITTEE
CHAIR OR MEMBER



MEMBER ASKS CHAIR TO INCLUDE ON AGENDA



CHAIR CONTACTS
STAFF LIAISON TO
PUT ON THE AGENDA



COMMITTEE DISCUSS THE IDEA & MOTION A VOTE TO APPROVE



IDEA IS THEN NOTICED TO THE COMMITTEE

APPROVED MOTION
GOES TO
EXECUTIVE COMMITTEE
FOR PRESENTATION

EXECUTIVE COMMITTEE
APPROVES AND SENDS
TO BOARD OF DIRECTORS

BOARD OF DIRECTORS

APPROVES OR

SENDS BACK TO

THE COMMITTEE

STAFF ACT ON APPROVED ACTION ITEM UNDER THE DIRECTION OF THE AE AND INFORM THE MEMBER WHAT IS HAPPENING WITH THEIR IDEA