Operations Committee

TERMS OF REFERENCE & MEMBERSHIP

Bastion City Nanaimo Probus Club is a social club primarily for retired individuals consistent with the Probus Canada Constitution. The Club has established Bylaws that provide a framework for the management of the Club.

The Operations Committee is a standing committee that looks at governance-related issues such as bylaws, policies, procedures, and Management Committee Position Descriptions at the request of the President.

Committee Membership:

President, Chair
2 Members from the Management Committee
2 Members from the General Membership

Terms of Reference:

The Committee is responsible for:

a) the development of new Bylaws, and the review of existing Bylaws, consistent with Bylaw # 10.

b) the development of new Policies, and the review of existing Policies, as required.

c) the development of new Procedures, and the review of existing Procedures, as required.

d) the development of new Management Committee Position Descriptions and the review of existing Management Committee Position Descriptions to ensure alignment with the Club Bylaws and Policies.

The Operations Committee has no decision-making authority, and all recommendations go forward to the Management Committee for consideration.

Approved by Management Committee November 25, 2020