

Friends of the Park Committee Charter

1. Purpose

To raise funds to improving facilities at KCC Park.

2. Committee Membership

- a. The Committee shall be made up of Dogs Victoria Members appointed by Dogs Victoria Management Committee.
- b. Management Committee may appoint one of its members to the Committee.
- c. New members – either the Committee Chair or Management Committee shall request a CV detailing relevant experience for approval by Management Committee prior to the appointment being confirmed.
- d. Appointed Committee Members may be removed and/or replaced by the Management Committee.
- e. The appointment of all Committee Members shall be for a period of one year and subject to annual review by Management Committee.
- f. The Committee may elect its own Chairperson, and Deputy Chairperson, from within the committee, annually.

3. Meeting Frequency

- a. The Committee shall meet as often as it determines necessary.
- b. The Committee may request the attendance of the CE or Management Committee Members as long as 14 days' notice is given.

4. Matters for Dogs Victoria Management Committee

- a. The minutes of each Committee meeting shall be forwarded to Dogs Victoria within seven days of ratification.
- b. Actions for Dogs Victoria Management Committee should be placed on a face sheet attached to the minutes titled "Actions for Dogs Victoria Management Committee"

5. Other Matters

The Committee shall provide a report for the Annual Report by 15 December of each year.

6. Location of Meetings

That the committee considers where members reside when deciding where meetings are held.

Office/Committee Liaison – Erica Hunter