

# Standing Orders of the Executive Committee

The following are the standing orders of procedure for the NCA Executive Committee:

## 1. Objectives

- a. oversee the day to day running of the Association and make any decisions unless precluded by item 12 of the constitution;
- b. ensure all general meetings are convened in accordance with the constitution, and provide advice on constitutional matters to those meetings;**
- c. oversee the finances of the Association;
- d. appoint officers where vacancies exist until the next general meeting;
- e. endeavour to promote chess within Nottinghamshire under the terms of item 2 of the constitution; ~~and~~
- f. consider the development strategy for the Association.

## 2. Membership

The membership of the committee shall be the President, Secretary, Treasurer **and 4 elected members.**

## 3. Procedure

- a. the quorum shall be four;
- b. the Chairman, who shall have a vote and a second casting vote, shall be the President, if present;
- c. meetings will take place at least every four months; and
- d. minutes will be kept of all meetings
- e. records will be kept of how each member votes**

Proposed: D Sudar

Seconded: B Hayward