



## **Board of Trustees Trout Unlimited**

### **Resolution Concerning a Process for Reviewing Proposed Chapter and Council Contracts Involving Uninsured or Excessive Risk**

Whereas, the Board of Trustees (the Board) has adopted a resolution requiring that certain kinds of proposed contracts involving Trout Unlimited chapters and councils be submitted to the national staff for review and for approval or denial of approval; and

Whereas, some of those proposed contracts would involve risks that are not insured under Trout Unlimited's insurance policies or that would, even if insured, involve excessive risk for the chapter or council involved or for the national organization; and

Whereas, the Board's Legal/Risk Management Committee (the Committee) has recommended that the Board adopt a procedure for the review of, and decision on, such proposed contracts; and

Whereas, the Board adopts the recommendation of the Committee;

Now, therefore, be it resolved that the following process shall be followed for the review of proposed chapter or council contracts that involve uninsured or excessive risk:

1. A working group consisting of two members of the senior staff appointed by the Chief Executive Officer and two members of the Committee appointed by the Committee Chair shall be responsible for reviewing any proposed chapter or council contract that involves uninsured or excessive risk and for making a recommendation to the Chief Executive Officer on whether to approve or disapprove that proposed contract. The Chief Executive Officer and the Committee Chair may replace from time to time the members of the working group whom they have appointed.
2. When the Vice President of Volunteer Operations receives for review a proposed chapter or council contract, he or she shall determine whether the proposed contract involves uninsured or excessive risk. If he or she determines that it might involve an uninsured or excessive risk, he or she shall notify the Chief Executive Officer, refer the contract to the working group, and notify the full Committee of the referral. He or she shall also notify the chapter or council involved of the referral and, if the proposed contract involves a chapter, he or she shall notify that chapter's council.
3. The working group shall review the risks and benefits raised by the proposed contract, recommend any changes to the proposed contract, and work with the Vice President of Volunteer Operations to communicate any suggested changes to the chapter or council involved and, if the proposed contract involves a chapter, to that chapter's council.
4. The working group shall then make a recommendation to the Chief Executive Officer to approve the proposed contract, deny approval of the proposed contract, or approve the proposed contract subject to conditions. The decision of the Chief Executive Officer shall be final, except that a chapter or council aggrieved by the Chief Executive Officer's decision may appeal that decision to the Board. The Chief Executive Officer or the Vice President of Volunteer Operations shall

communicate the Chief Executive Officer's decision to the affected chapter or council and, if the proposed contract involves a chapter, to that chapter's council.

5. If a proposed contract involves unusual risk, the working group may refer the proposed contract to the Committee, and the Committee may decide on its own to review any proposed contract referred to the working group.
6. The working group and the Committee may consult with others on the issues raised by any proposed contract.
7. The working group shall memorialize its recommendations and the reasons therefor in writing, and the writing shall be kept on file, so as to develop over time a collection of its recommendations.

Approved by the Board of Trustees this 25th day of June 2013.

Attest:

Mark Gates, Secretary.