

STATE OFFICE ADVISORY COMMITTEE

PURPOSE:

The purpose is to serve as an advisory committee under the sole direction of the sitting Council Chair and report to the Council of Governors as needed.

GENERAL:

1. The committee shall consist of three members who shall be the three (3) to five (5) most recent Past Council Chairs. If a Past Council Chair is unable or unwilling to serve, the sitting Council Chair and/or Council of Governors may select another from the five (5) most recent Past Council Chairs that has remained active and knowledgeable of current MD-14 operations. The most recent Past Council Chair shall serve as the Chairperson.
2. Qualifications:
 - a. Lion in good standing in MD-14 residing within MD-14 Pennsylvania
 - b. Served as a Council Chair in MD-14 in the past three to five years.
 - c. Must be able and willing to attend in-person, telephone, electronic, or virtual meetings scheduled at the discretion of the sitting Council Chair
3. Duties - Include but not limited to the review of the following.:
 - a. budgets presented by the Finance Committee
 - b. proposed investments in all properties associated with the State Office
 - c. review of MD14 balance sheet (on a pre-determined time basis)
 - d. review of employee attendance and operation of the State Office (on a pre-determined time basis) according to the established method monitoring employee activities; and report atypical findings from these reviews to the sitting Council Chair.
 - e. serve as a sounding board to the sitting Council Chair and Vice Council Chair on issues related to MD-14, the State Office and personnel.
 - f. advise sitting Council Chair and Vice Council Chair on standing MD-14 Committees and Coordinators that may require intervention or assistance.
4. Reimbursement

- a. Expense reimbursement is subject to Policy 204, General Reimbursement and to the amount budgeted by the Finance Committee for this position.
 - b. Budget will be submitted by the Advisory Committee Chairperson to the Finance Committee prior to November 30 for the next Lions year.
- 5. This policy will be reviewed for effectiveness and relevancy in three (3) years following policy adoption by the Council of Governors.