

## FACT SHEET 4: P&C EXECUTIVE COMMITTEE

---

The P&C Executive Committee (Executive) consists of the association's office-bearers (President, Vice Presidents, Secretary and Treasurer) and may include up to six financial members elected at the annual general meeting. (The constitution calls for only one Secretary – the meeting may delegate others to assist the Secretary.)

The Executive is convened by the President or one other officer.

The Executive is responsible for ensuring that the decisions of the P&C meeting are acted upon. The Executive must be mindful not to make decisions that should be debated at a general meeting. Ordinary members have the right to question Executive decisions or, in fact, overturn them (by majority vote) at a general meeting. It is prudent for the Executive to only deal with matters that are urgent or of a sensitive nature.

The Executive can call special, or extraordinary, meetings of the association.

Minutes are kept of Executive meetings and confirmed at the next general meeting.

If a general P&C meeting decides that the Executive has acted irresponsibly or inappropriately, the meeting can formally censure the Executive or any member of the Executive.

