To: Executive Board
via
Legislation & Governmental Organization Committee

Fr: Mark Green, President

Dt: January 6, 2010

Re: Composition of Administrative Committee

Summary: The current requirements for the composition of the nine member Administrative Committee make it difficult to have the committee reflect the geographical and jurisdictional diversity of the ABAG membership. Increasing the size of the committee will help address this issue.

Requested Action: Amend the *Policies on ABAG Committee Formation, Structure and Membership* to add two members from the Executive Board.

Discussion: The Administrative Committee is a standing committee of ABAG and is charged by section VII.C of the Bylaws as follows:

> There shall be an Administrative Committee of the Executive Board of the Association whose composition shall be determined by the Executive Board and which shall, subject to any constraint or limitation imposed by the Executive Board or the General Assembly, exercise all powers of the Executive Board between meetings of the Executive Board; provided that, the Administrative committee shall not:
>
> (1) Amend the Agreement or Bylaws;
>
> (2) Exercise the budgetary duties of the Executive Board set forth in Article XII;
>
> (3) Appoint, fix the salary of, or remove an Executive Director of the Association;
>
> (4) Exercise the powers of appointment of officers as set forth in Article IX.

Section IV.A.4 of the Executive Board's *Policies on ABAG Committee Formation, Structure and Membership* sets the composition of the Administrative Committee as follows:

> Membership of the Administrative Committee includes the President, Vice-President and Immediate Past President; chairpersons of the Finance & Personnel, Legislative & Governmental Organization and Regional Planning Committees; two other members of the Executive Board; and one other member of the RPC.

Six seats on the nine member Administrative Committee are assigned to designated positions and three are restricted. This makes balancing the composition of the Administrative Committee for geographical or jurisdictional (city, county, city and county) purposes difficult.

This problem is best addressed by increasing the size of the committee. I suggest that L&GO recommend and the Executive Board adopt an amendment to section IV.A.4 of the *Policies on ABAG Committee Formation, Structure and Membership* to increase the Administrative Committee to eleven (11) members by adding two additional members from the Executive Board.

> Membership of the Administrative Committee includes the President, Vice-President and Immediate Past President; chairpersons of the Finance & Personnel, Legislative & Governmental Organization and Regional Planning Committees; ~~two~~ **four** other members of the Executive Board; and one other member of the RPC.