



BIG SKY COMMUNITY CORPORATION COMMITTEE CHARTER

COMMITTEE NAME Trails Committee

Date Created: 1 January 2006

Date(s) Charter Revised: supersedes POST Committee created on 19 June 1997.

Standing Committee X , Committee _____, *Ad Hoc* Committee _____

MISSION STATEMENT

The mission of the Trails Committee is to advocate, plan, develop, build, maintain, fund and administer a public trail system for the greater Big Sky area.

DESCRIPTION GOALS, FUNCTIONS AND RESPONSIBILITIES

The Committee will:

1. Develop and maintain a master plan
2. Oversee and advise on sub-division development to insure linking trail connections
3. Actively identify and pursue available funding sources to maintain existing trails and develop new trails.
4. Prepare and maintain trail maps
5. Establish and maintain signage
6. Advise as required on the retainage of engineers, maintenance personnel and legal support
7. Advise staff on trail issues
8. Maintain liaison with trail related County, State and Federal agencies
9. Advise on preparation of trail related budgets and expenditures
10. Organize volunteer assistance for planning and maintenance
11. Advise on educational requirements for committee and staff

MEMBERSHIP, OFFICERS, TERMS AND AUTHORITY

The Committee will consist of at least five members: Two board members, one of whom will serve as Chair; and at least three others nominated by the Chair and approved by the Board. The Chair is appointed by the Board. The following sub-committee positions will be established:



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1. Vice Chairman
2. New Trails/Master Planning/Easements
3. Maintenance
4. Finance/Budget/Grant Writing
5. Liaison
6. Public Relations/Fundraising
7. Maps and Signage

Membership is open to all interested parties and is for a period of one year. Membership and sub-committee assignments are to be reconfirmed at the January meeting.

The Executive Director will appoint a non-voting member as required. The non-voting member will serve as the Secretary and will maintain committee files, meeting minutes and will attend to related administrative duties with the concurrence and at the direction of the Executive Director.

The Chairman shall have authority to contract on behalf of the BSCC when specifically authorized by the Board and may delegate that authority as appropriate.

MEETINGS

The Committee shall meet on call by the Chair. Minutes shall be kept and reported to the BCSS Board in a timely manner.
