



## **Functions Sub Committee**

### **Purpose/objectives**

The Functions subcommittee is formed to provide independent advice and recommendations to the OJFC committee in its area of responsibilities:

### **Responsibilities**

The Functions Sub Committee will be responsible for making recommendations to General Committee with regard to club rules 8.16:

- for the purposes of organising and coordinating OJFC social activities, events and lunches.

### **Membership**

The Life Membership Subcommittee will be selected in accordance with club rules 8.16 - comprising at least one committee member and in liaison with any persons nominated by the OAFC;

- A minimum of one current committee member.
- Club treasurer
- Other persons approved by the Committee
- Immediate or Past President and secretaries of the club.

### **Recommendation / decision making powers.**

The subcommittee will provide recommendations to the full committee for approval. The full committee will have final approval on any recommendations for club functions.

### **Operational and communications arrangements**

- The subcommittee members will be appointed by the incoming General Committee.
- The Sub Committee will be chaired by the Immediate Past President or other person as determined by the club committee.
- The functions subcommittee shall meet as required to perform its responsibilities.
- All subcommittee recommendations and rationale used will be documented in writing and communicated back to the club committee by the Chairperson or delegate as required at the proceeding club committee meeting.
- All subcommittee members must have a current WWCC.
- Subcommittee nominations will be in support of recognising inductees at the appropriate official club functions.
- The subcommittee does not have the authority to enter any contractual agreements either verbally or in writing with any supplier or service provider.
- Subcommittee members shall disclose any conflict of interest pursuant to any recommendations being considered and remove themselves from any such decisions reached by the subcommittee.
- The subcommittee and its members shall not disclose publically via any means, including electronic fora the outcome or rationale behind any recommendations made. All decisions and cascade of such recommendations will be conducted by the club committee.
- The subcommittee will operate for the duration of the season.
- All positions on the subcommittee will be vacated at the AGM.
- The club committee can disband the operations of the subcommittee or remove and add members as it determines.