



Charter for Northshore Senior Center Advisory Council

- I. The Committee shall be called the Northshore Senior Center (NSC) Board of Directors Advisory Council (Advisory Council). It is authorized by the NSC Board of Directors and will serve at the pleasure of the governing body. The Advisory Council, charter, functions and composition shall be reviewed by the Board on an as needed basis.

II. **Purpose**

The Advisory Council is created as a standing committee for the purpose of working with the NSC Board of Directors. The Advisory Council shall limit its activities to advising on matters that directly concern Northshore Senior Center and its members. The Advisory Council's work should result in greater community and member positive input to NSC programs and services. The Advisory Council shall have no legal responsibilities.

The Advisory Council shall:

- Provide the Board and management with solution based suggestions on how to meet the NSC mission.
- Sign a conflict of interest disclosure and a non-disclosure statement.
- Solicit information from the NSC general membership related to its purpose.

III. **Exclusions**

Advisory Council members shall have no power to make decisions on behalf of NSC. Advisory Council members shall not speak on behalf of the organization. This includes speaking to the press.

IV. **Membership**

The Advisory Council shall consist of at least 7 Members. Membership shall be made up of the following:

- 2 members from the Bothell Senior Center
- 2 members from the Kenmore Senior Center
- 2 members from the Mill Creek Senior Center
- 1 member from the Adult Day Health and Wellness Programs

Members will be appointed by the NSC Board.

Advisory Council members must be:

- Members of NSC.
- 18 years of age or older. and
- Reflect to the greatest degree practicable the diversity of the total NSC membership.

A term of Advisory Council membership shall last for two years. Terms will not be renewable within 11 months after conclusion of an earlier term. Terms will begin on July 1. To establish the organizational structure, Initial terms shall be for 2 years for 4 positions and 1 year for 3 positions. Subsequent terms shall be for 2 years. Applications shall be accepted by the NSC Board Governance Committee Chair. Applications shall be evaluated by the Board Governance Committee and presented to the NSC Board for discussion and approval.

V. **Organizational Structure**

The Advisory Council shall appoint a chairperson and vice chair. The Advisory Council shall include a NSC Board Member in a liaison position.

VI. **Procedural Rules**

Meetings: The Advisory Council shall meet no less than 2 times a year and not to exceed 4 times a year.

Minutes: Minutes of each meeting shall be kept. Electronic copies shall be emailed to the Board and CEO within one week after a meeting. Any opportunity for reporting to the NSC Board must be placed on the NSC Board agenda one week prior to the Board meeting.

Dismissal: Members who are absent without cause for 3 successive meetings will be considered to have resigned their seat. Members of the Advisory Council who lose their NSC membership shall be immediately removed from the Advisory Council. The NSC Board shall fill any vacancies through the normal application process.

NORTHSHORE SENIOR CENTER ADVISORY COUNCIL

Applications are being accepted for the Northshore Senior Center Advisory Council (Council). If you are interested in being considered for a position on the Council and are willing to be interviewed please fill out the following application form and direct it to Attn: NSC CEO

APPLICATION FORM

Name: _____

Phone: _____

E-mail: _____

Date of application: _____

Current Member of the Northshore Senior Center: Yes No

Member since: _____ (year)

Are you currently a volunteer at Northshore Senior Center? Yes No

Active since: _____ (year)

Location you are active at: Bothell Mill Creek
 Kenmore Health & Wellness

Location you would prefer to represent: _____

Current activity (activities) that you participate in at the Northshore Senior Center:

Describe your background as it applies to skills and experience pertinent to serving on the NSC Council:

Northshore Senior Center is committed to serving the full spectrum of older adults, adults with disabilities and family caregivers in our Northshore Region. Please note any diversity dimensions that you possess that you think might add to our efforts to be an inclusive community.

Why would you like to serve on the NSC Council?

Please list two Northshore Member References whom we may contact:

Name

Name

Phone #

Phone #

Service on the Council requires a time commitment. Have you read and can you commit to the time reflected in the Charter? _____ Yes. _____ No