



ASSOCIATION OF MODIFIED ASPHALT PRODUCERS MEMBERSHIP COMMITTEE CHARTER

The Membership Committee Charter (this “**Charter**”) sets forth the purpose and membership requirements of the Membership Committee (the “**Committee**”) of the Association of Modified Asphalt Producers (the “**Association**”) and establishes the authority and responsibilities delegated to it by the Association and its Governing Body.

Authority and Statement of Purpose

The role of the Committee is to drive new membership for the organization through promotion and follow-up on prospective member companies. Additionally, the Committee aims to retain membership through articulation of the value the organization offers to its members.

Committee Type and Area of the Program

This is a standing committee of the Association and under the guidance of the Association’s Executive Committee and Board of Directors. The Association’s Board of Directors and Executive Committee oversees and provides direction regarding the actions and priorities of this Committee. The Committee is established by the Board of Directors and operates at the direction of the Association’s Governing Body. The Committee shall conduct meetings in accordance with the established meetings and anti-trust policy statements.

Membership

The members of the Committee shall be volunteer members of the Association. A staff liaison shall be assigned from the Board to assist in the administrative duties. The Committee Chair shall be a volunteer member of the Association and approved by the Executive Committee based on ability to coordinate across organizations and communication of technical needs and understanding of the Association’s position on different topics.

The Committee Chair may request to remove any member from the Committee at any time. The removal will be approved or disapproved by the Association’s Executive Committee and Board of Directors.

The Committee shall consist of no more than ten (10) members with a combination of the following: up to four (4) Producer Members, four (4) Supplier Members, and two (2) Associate Members. A liaison (Secretary) to the Association’s Executive Committee will also be a part of the Committee but serve as a non-voting member. Additional liaisons may be considered at the discretion of the Chair. Liaisons are not included in the total member count.

Meetings

The Committee shall meet three (3) times a year at a minimum. All Committee members will be notified no less than 14 days prior to the meeting date. Minutes of all Committee meetings shall be taken and shall be approved at subsequent meetings. A quorum (50% attendance) will be required for all voting matters and may be done electronically (i.e. email, poll, etc.) if the attendance at the meeting does not allow it.

Performance Evaluation

The Committee Chair, in conjunction with the Executive Committee Liaison, shall conduct an annual evaluation of the Committee's performance. The Committee shall review and reassess this Charter periodically and recommend to the Association's Governing Body any improvements to this Charter that it considers necessary or appropriate. The Association's Governing Body will approve the Council Charter and any subsequent changes.

Approved by (Committee Chair):

Approved by (Executive Committee Liaison)

Signature: 

Signature: _____

Name: Kevin Kempton

Name: _____

Date: 10/31/2024

Date: _____