



General Guidelines on Committee Assignments

Board of Directors:

On an as-needed basis the Board of Directors will form smaller committees, typically 2 to 3 persons within the Board, to address issues and topics that come before them.

These committees will research and gather information pertinent to the topic and report back to the entire Board for potential action.

Historical Committees

1. *Executive Committee*, made up of the Board President, Vice President, Secretary Treasurer and the Past President.
2. *Legislative Committee*, typically made up of 2-3 Board Members. The efforts of this committee will be to 'watch dog' legislative issues effecting Colorado Airports and Aviation.
3. *Conference Committee*, typically made up of 2-3 Board Members. This committee will identify and define future conference locations, review the conference sites, work with the Airport sponsoring the conference and assist in all phases of conference planning and execution.
4. *Training Committee*, typically made up of 2-3 Board Members. This committee will identify training needs and requests from the ranks of the General CAO A Membership. The committee will research and identify training opportunities that would be of interest to the General Membership.

General Membership

On an as-needed basis, the Board may ask for additional volunteers from the General Membership to serve on committees on a temporary basis and that may have expertise in certain areas that affect Colorado Airports and Aviation.