

Audubon Council of Washington (ACOW)
Structure and Function

Purpose: To provide a forum twice a year through which Audubon chapters and National Audubon staff can coordinate their activities on issues of common concern.

Statement: Audubon chapters are independent organizations with policy decisions being made by their respective boards of directors. The strength of a council is its member chapters, with the council itself functioning to assist the chapters in the coordination of their activities.

Structure: The council consists of delegates from all Audubon chapters within a defined geographical area.

The council meets on a regular schedule with responsibilities for hosting, the meeting being rotated through the member chapters.

The host chapter is responsible for providing:

- (1) A meeting announcement and preliminary agenda to all member chapters.
- (2) A chairperson to conduct the meeting and a person to take the minutes of the meeting.
- (3) A copy of the minutes to the president, editor, and chapter delegate of each member chapter.
- (4) A meeting place.
- (5) Refreshments (optional).

Function: To meet regularly and consider items of interest to Audubon.

To report to chapters through meeting minutes and chapter delegate's opportunities and needs for concerted action.

To provide leadership workshops for chapter officers.

To work with the National Audubon staff to help set and achieve Audubon objectives.