

## NOACA BUSINESS ADVISORY COUNCIL CHARTER

- PURPOSE:** The Business Advisory Council will provide insight and feedback on how NOACA programs and policies are affecting business and economic development in Greater Cleveland to the External Relations Committee.
- GOALS:** The NOACA Business Advisory Council seeks to:
- Promote awareness and encourage participation by the business community in all of NOACA plans and programs.
- ACTIVITIES:** The Business Advisory Council will:
- Assist in the communication of NOACA's Regional Strategic Plan to ensure the agency's vision is understood by the business community.
  - Provide business and economic development representation in the development of regional plans and policies.
  - Provide Board and staff with guidance that conveys the perspectives of the Greater Cleveland business community.
  - Advise the External Affairs Committee and Executive Director on current business conditions.
- MEMBERSHIP:** The Business Advisory Council will have 15 members selected from among small business owners, corporations, unionized labor, trade associations, universities, chambers of commerce etc. The membership will consist of 11 that are proportionately defined by county/city and 4 that are at-large seats as follows: 4 Cuyahoga; 2 Cleveland; 1 Geauga; 1 Lake; 2 Lorain; 1 Medina; 4 At-Large. Membership terms will be two years. Nomination form attached.
- REPORTING RELATIONSHIP:** The Council reports to the External Affairs Committee.
- MEETINGS:** The Council will hold regular meetings on a quarterly basis. Special meetings may be called as needed. A majority of Council members shall constitute a quorum to transact business.
- AGENDA AND MINUTES:** The chair will be responsible for establishing agendas for meetings, which will be sent to council members at least seven days in advance of the meeting. Minutes will be approved by council members at the following meeting.
- STAFFING:** Agency staff shall provide the Council with administrative and technical support as directed by the chair.