**Girdwood Trails Committee**

**Operating Procedures**

The Girdwood Trails Committee (GTC) advocates for, protects, and maintains all trails in the Girdwood valley. The GTC reports to the Girdwood Board of Supervisors.

**I. Meetings**

 • Regular meetings are held the first Tuesday of each month, unless a national holiday or other important event conflicts.

 • Meetings are open to all interested people.

 • A previously published agenda is followed at each meeting.

 • The chair, vice-chair, or designee leads the meeting; the secretary or designee takes and publishes minutes of the meeting.

 • Format is an open forum; Robert’s Rules of Order will be followed when necessary.

**II. Voting Membership**

 • Voting members are defined as Girdwood residents or property

 owners who have attended one or more meetings in the last 12 months.

**III. Elections and Officers**

 • The GTC officers are chair, vice-chair, secretary, and treasurer.

 • Elections are held once a calendar year, preferably in January.

**IV. Funds**

 • Per agreement, committee money is independently held with Girdwood, Inc.

 • The Parks and Recreation employee or Committee Chair may request funds from Girdwood, Inc.

**V. Modifications to This Document**

 • Voting members may modify this document with a majority vote.

Girdwood Trails Committee

PO Box 1154

Girdwood, AK 99587

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Modified February 2010, September 2014, March 2015