

Florida Airports Council

Committee Charter

Corporate Committee

Mission Statement:

The Corporate Committee serves as the voice of companies providing goods and services to the Council's member airports; we provide opportunities for corporate members to meaningfully engage with the broader Council membership; advise the Council of the corporate members' legislative and policy positions; inform the Council of best practices related to procurement and contracting; and, provide counsel to the Council's membership in areas of its subject matter expertise through educational programming.

Connection to Strategic Plan:

Supports the Partnership and Education Pillars by fostering corporate engagement, collaboration and knowledge sharing. Supports the Advocacy pillar by providing policy direction. Supports the Growth Pillar by recruiting members from related and emerging sectors.

Committee Type:

Standing Committee

Committee Membership:

- Unlimited members; strive for 20–50 active members for efficient meetings.
- No term limits for members. Chair and Vice-Chair serve one-year terms.
- Any FAC member in good standing can join.
- All members have equal voting rights.
- Chair reports directly to the Board.
- Members may be removed for lack of participation or conflict of interest.

Onboarding:

- Review mission statement for alignment with the Strategic Plan.
- Collaborate with State Affairs, Federal Affairs, Environmental, Legal, and Facilities Committees to avoid duplication.
- Understand annual deliverables and goals.

Chairperson:

- Elected by committee members for a one-year term.
- Leads meetings, sets agendas, reports to the Board.
- Vice-Chair supports Chair and steps in as needed.
- Chair, Vice-Chair, or Board Liaison records and submits minutes.
- Vice-Chair shall assume the role of Chair at the end of the Vice-Chair's term

Board Member at Large:

- The retiring Chair shall assume the position of Board Member at Large for a one-year term, subject to Board approval by simple majority vote. If the retiring Chair is unable to hold the position, the Chair shall solicit nominations from the Committee members and Members shall vote for the new nominee to be submitted for Board approval.
- Acts as liaison between the committee and BOD.

Power and Authority:

- Can make recommendations on corporate member matters.
- Majority vote; recommendations submitted to the Board.
- Cannot make binding decisions without Board approval.

Responsibilities:

- Attend meetings, complete tasks, maintain confidentiality.
- Chairperson leads meetings and manages workflow.
- Vice-Chair supports Chair, assumes duties when necessary.
- Members contribute expertise and support goals.

Annual Deliverables:

- Submit updates based on meeting schedule; conduct annual review.
- Plan corporate events.
- Complete tasks as defined in the Annual Program of Work.
- Provide Committee input on policies and proposed legislation for the Council to take a position on

Meeting Procedures:

- At least quarterly.

- Members present constitute a quorum.
- Minutes and attendance recorded and submitted.
- Agendas distributed one week prior.
- Follow Robert's Rules, adjusted for efficiency.

Review and Term:

- Assess charter for alignment with goals annually.
- Standing committee; subject to Board changes.