



YOKEFELLOWSHIP PRISON MINISTRY
REGIONAL ADVISORY COUNCIL
CHARTER

ADOPTED SEPTEMBER 17, 2011



YOKEFELLOWSHIP PRISON MINISTRY INC.
“helping inmates and ex-offenders YOKE themselves to Christ for
salvation and changed lives.”



REGIONAL ADVISORY COUNCIL CHARTER

Definition

YPM Regional Advisory Councils (RACs) are advisory groups comprised of two representatives from each Area Council within a region. RACs are standing committees of YPM Inc. and have a dual role: as both “**limited active agents**” and “**active advisors**.”

Board refers to the Board of Directors of Yokefellowship Prison Ministry, Inc. (YPM).

Purpose and Responsibilities

As limited active agents, RACs have the authority to take action to promote and grow YPM activities within the region, as long as such action is not in conflict with existing YPM principles, practices, programs, and policies:

- a) to identify regional strengths, weaknesses, threats, and opportunities;
- b) to develop, based upon the SWOT, a short and long term plan of action with specific goals;
- c) to carry out such plans within limits identified above,
- d) to monitor and assess the health of individual Area Councils via regular activity reports from the Area Councils and other indicators;
- e) to act as liaison between the Board and Area Councils
- f) to hold annual conferences to attract new volunteers and supporters and educate and inspire existing volunteers and supporters;
- g) to assist Area Councils by developing solicitation and training of volunteers and leadership.

As active advisors, RACs shall:

- a) provide strategic input to the Board to assist in meeting the mission, vision, and organizational strategic plan
- b) advise the Board on matters pertaining to policies, programs and initiatives,
- c) provide input on topics as requested by the Board and/or Executive Director.
- d) advise the Board on the overall and individual health of Area Councils within region,
- e) facilitate two-way communications between Area Councils and the Board.

Authority

Each Regional Advisory Council is accountable to the Board through the Chair of the Council.

Composition

Each Regional Advisory Council is comprised of two representatives from each Area Council unless otherwise approved by the Board.

Officers

The officers shall be elected by the council at the YPM Annual Meeting and shall include one Chairperson, one Vice-Chairperson, and the Secretary. Any officer of the RAC may resign at any time by giving written notice to the council. Any officer of the RAC may be removed at any regularly scheduled meeting with two—thirds of the voting council members present by a majority vote.

Terms - Each duly qualified and elected officer shall hold office for a term of three (3) years or until his or her successor shall have been duly qualified and elected. To enable new volunteers to serve, an officer may serve a maximum term of six consecutive years. Past officers are eligible for re-election or re-appointment after a two-year absence.

Vacancies: Any vacancy occurring among the officers shall be filled by appointment of the Council at the meeting following the vacancy. The Chairperson may appoint an interim officer to serve as necessary.

The duties of the officers include the following:

- a. The Chairperson shall be a member of the Council, preside at each regularly scheduled meeting and coordinate and perform other such duties as required by the Board. The Chairperson is also a voting member of the Board.
- b. The Vice-Chairperson shall preside at a meeting in the absence of the Chairperson.
- c. The Secretary shall keep and distribute the minutes of all meetings and give notice of all meeting.

Meetings

Regular meetings of the RAC shall be held at such time and place that the Chairperson may set. There shall be at least three meetings per year, with additional meetings held as needed to fulfill its responsibilities as described above..

Reporting

RAC shall submit to the Central Office of YPM, Inc. copies of all meeting minutes, as well as special reports as requested by the Board or deemed valuable by the RAC Chairperson. Minutes of all meetings shall also be sent to each Area Council within the region.

Amendments

Amendments to this charter may be made as determined necessary by the Board with input from the Council

Adopted by the YPM Board _____ (Date)

Signature of YPM Chairperson _____

Printed Name _____