

Steering Committee Authority

October 8, 2025

A. Background

The LaneACT Steering Committee conducted a survey in April 2025 to gather feedback from members to help improve LaneACT meetings. Key findings from the survey were discussed at the May 14, 2025 LaneACT meeting.

Many of the members that responded to the survey indicated they are not interested in administrative topics relating to LaneACT governance.

Meeting agendas are discussed in the LaneACT Bylaws, Section 5.C (Committees). The text specifies: "Duties of the Steering Committee include development of meeting agendas, development and monitoring of a Work Plan, and mentoring of new members."

The purpose of this resolution is to clarify the authority of the Steering Committee and to formalize the members' preference to minimize the number of administrative topics discussed at LaneACT meetings.

B. Resolution

1. The LaneACT members authorize and encourage the Steering Committee to make decisions relating to administrative matters, within the limits defined in the LaneACT Bylaws.
2. The bylaws authorize the Steering Committee to develop meeting agendas. The LaneACT members interpret this broadly to include determining whether there is a need to meet. (Refer to Resolution 2025-01.)
3. The bylaws authorize the Steering Committee to develop and monitor a workplan. The LaneACT members interpret this broadly to include deciding on the final content of the workplan, after obtaining input from the members.
4. The Steering Committee may rely on their judgement to determine how to address tasks not specifically described in the bylaws. There may or may not be a need to obtain input from the LaneACT members.

C. Approval

This resolution was approved by the LaneACT members at the regular meeting held on October 8, 2025. This is documented in the approved minutes of that meeting.