



Water Quality Committee Charter  
*Updated: May 17, 2018*

- A. Water Quality Committee (WQC) purpose :
  - Active stewards preserving, enhancing and restoring Clear Lake Township's water resources
- B. Type of Committee:
  - a. The WQC is a standing board committee under the oversight and direction of the Clear Lake Township Land Conservancy Board of Directors (Board)
- C. Membership:
  - a. WQC membership includes the:
    - i. Committee chair (Member of the Board);
    - ii. President of the Board (ex officio);
    - iii. Executive Director (non-voting);
    - iv. Members of the Community.
  - b. The WQC size shall be determined by the Board and Committee Chair
  - c. The Committee Chair is nominated and approved by the Board.
- D. Water Quality Committee Objectives:
  - a. Educate Conservancy Committees, Board, & Community on key water quality topics
  - b. Monitor water quality through regular measurement and analysis of critical parameters
  - c. Report information to the appropriate individual, group and/or agency.
  - d. Participate in implementing and monitoring effectiveness of corrective actions or best management practices (BMP's)
- E. Water Quality Action Plan:
  - a. Education
    - i. Committee Members
      - 1. Periodically attend events (training, conference, site tours, specialist discussions, etc.) annually and share materials with all committee members
      - 2. Maintain memberships, at the Committee level, with one or two water quality societies/organizations and share relevant materials with all committee members
    - ii. Community Outreach
      - 1. Partner with the Education Committee to assist in organizing one to three annual community events, approved by the Board and Executive Director
        - 1. Attend local school events
        - 2. Workshops, field trips, hikes, etc.
      - 2. Provide information for the newsletter, website, and/or social media outlets
  - b. Monitor water quality by testing and analysis using Hoosier RiverWatch and Clean Lakes protocol (reference document: *Water Quality Committee Test, Analysis, Reporting & Monitoring Protocol*)



- c. Report information determined from the monitoring and analysis objectives (reference document: *Water Quality Committee Test, Analysis, Reporting & Monitoring Protocol*)
- d. Participate in implementing and monitoring effectiveness of Board-approved BMP's (reference document: *Water Quality Committee Test, Analysis, Reporting & Monitoring Protocol*)
- F. Delegation of Authority:
  - a. The WQC is delegated authority by the Board to complete the Water Quality Action Plan
  - b. All other recommendations or activities require the WQC Chairperson or the Executive Director to escalate for approval to the Board or Executive Committee.
  - c. Chairperson may delegate to committee members
- G. Standard WQC procedures:
  - a. The WQC will meet monthly, as necessary, in person or telephonically
  - b. The chairperson with the assistance of the Executive Director will define the agenda and run all meetings to facilitate the execution of the Water Quality Action Plan and any other Board delegated actions.
  - c. Meetings and Voting
    - i. A Committee majority constitutes a quorum. The act of a majority of present members at a meeting in which a quorum is present shall be the act of the Committee.
    - ii. If at any time and for any reason a quorum of regular members cannot be present at a meeting, the business, if necessary, may be conducted and voted on electronically.