



BOAT ADVISORY COMMITTEE CHARTER

Version: 1.0

Approved: April 10, 2004

Establishment of Committee: The mission of the BAC is to ensure the success of the Bustins Island ferry service and to support the Manager in his/her duties. The BAC appoints a Supervisor of the Boat Manager. The BAC, in the absence of a Supervisor, assumes responsibilities and duties of the Supervisor as needed.

Membership: The Boat Advisory Committee (BAC) will consist of five members and two alternates, (the majority of who regularly use the ferry service), serving staggered three-year terms. The committee shall appoint a Chairperson, who will report to the Board of Overseers at the beginning and the end of the boat season, at the Annual Meeting, and at any other time as needed.

Duties of the Committee: The BAC is charged with the following tasks:

Draft operation policies, schedule, and routines, for Board of Overseers approval to be presented no later than at the March meeting for implementation in the forthcoming season.

Recommend the hiring and discharging of the Head Boat Captain / Boat Manager for approval by the Board of Overseers.

Assess and advise the Board of Overseers of any docking or mooring issues at Bustins or at South Freeport.

Promote safe loading and unloading procedures for passengers and freight.

Report to the Head Boat Captain / Boat Manager any suggestions or complaints from the islanders, boat crew, or outside interests.

Promote boat usage by islanders.

Recommends the operating budget for the following summer to present to the Board of Overseers no later than the October of the previous year. (This enables salary budgets to be established for the winter hiring of the Captain and Boat Manager.)

Recommends a fiscal budget for the second half of the upcoming summer and first half of the following summer (August 1 – July 31) by May 1 for the island Treasurer to review, adjust and include in the island budget to be voted on at the Annual Meeting.

The chairman or a representative attends the meetings of the Board of Overseers as needed or requested. He/she e-mails minutes of all BAC meetings to the Board of Overseers immediately after the final BAC approval of said minutes.