

**GERRY E. STUDDS STELLWAGEN BANK  
NATIONAL MARINE SANCTUARY  
ADVISORY COUNCIL CHARTER**

**ESTABLISHMENT AND AUTHORITY**

Section 315 of the National Marine Sanctuaries Act (NMSA or Act; 16 U.S.C. § 1431 et seq.) authorizes the Secretary of Commerce to establish sanctuary advisory councils to provide advice to the Secretary of Commerce regarding the designation and management of National Marine Sanctuaries. This authority has been delegated to the Director (director) of the Office of National Marine Sanctuaries (ONMS). The director hereby reestablishes the Gerry E. Studds Stellwagen Bank National Marine Sanctuary Advisory Council (council).

This charter provides the background on ONMS and the Gerry E. Studds Stellwagen Bank National Marine Sanctuary and describes the objectives and roles of the council's activities, procedural requirements regarding the appointment of council members, alternates, and officers, requirements for the conduct of council members, alternates, meetings, and other requirements. All council activities must be conducted pursuant to this charter.

**SANCTUARY ADVISORY COUNCIL POLICY STATEMENT**

The ONMS regards the involvement of the public and the development of a stewardship ethic as vitally important to successfully conserve sanctuary resources. One key way to achieve this involvement is the formation of sanctuary advisory councils.

Sanctuary advisory councils bring members of a diverse community together to provide advice to the sanctuary superintendent on the management and protection of the sanctuary, or to assist the ONMS in guiding a proposed site through the designation process.

The ONMS is committed to the full support, utilization, and enhancement of councils at all sanctuaries. In order for councils to achieve their full potential, the ONMS, within the limits of available resources, will:

- Provide sufficient support to allow councils to operate efficiently and effectively at each site;
- Provide support and guidance from the national office to help councils operate efficiently and at a basic level of consistency across the system;
- Promote coordination and communication among councils and among sanctuary staff that work closely with councils; and
- Develop training programs appropriate to council officers and members, and sanctuary superintendents and staff.

## **OFFICE OF NATIONAL MARINE SANCTUARIES**

A national marine sanctuary is an area of the marine or Great Lakes environment of special national, and sometimes international, significance warranting protection and management under the NMSA. As steward of coastal and ocean resources, the National Oceanic and Atmospheric Administration (NOAA) protects and manages sanctuaries through the ONMS.

ONMS is a network of national marine sanctuaries and marine national monuments, currently encompassing more than 600,000 square miles of ocean and Great Lakes waters. ONMS seeks to protect the extraordinary scenic beauty, biodiversity, historical connections and economic productivity of these areas so they may continue to serve as the basis for thriving recreation, tourism and commercial activities that drive coastal economies. As stewards of these places, through domestic and international partnerships, ONMS helps ensure a healthier ocean, now and for future generations.

**Vision of the ONMS:** A thriving sanctuary system that protects our nation's underwater treasures and inspires momentum for a healthy ocean.

**Mission of the ONMS:** We protect treasured places in the ocean and great lakes.

**Goals of the ONMS are:**

1. Ensure thriving sanctuaries and other ocean parks
2. Safeguard more underwater treasures as national marine sanctuaries
3. Increase support for sanctuaries
4. Deepen our understanding of sanctuaries
5. Ensure ONMS is a great place to work

### **GERRY E. STUDDS STELLWAGEN BANK NATIONAL MARINE SANCTUARY**

The Gerry E. Studds Stellwagen Bank National Marine Sanctuary is one of these treasured places. Designated by Congress in 1992, the sanctuary stretches between Cape Ann and Cape Cod at the mouth of Massachusetts Bay in the southwestern corner of the Gulf of Maine. Nearly the size of Rhode Island and located wholly within federal waters, sanctuary boundaries include the submerged lands of Stellwagen Bank and Basin, all of Tillies Bank and Basin, and the southern portion of Jeffreys Ledge.

The sanctuary protects 842 square miles of open ocean, overlaying a diverse seafloor topography and array of benthic and pelagic habitats that support biological communities broadly representative of the Gulf of Maine. These areas are biologically rich feeding, spawning, and/or nursery grounds for a wide variety of invertebrates, fish, birds and whales. As such, the sanctuary is very important to the regional economy for fishing, as well as wildlife watching and other recreation and tourism activities. In addition, as a result of hundreds, and perhaps thousands of

years of human use, the sanctuary contains a broad cross-section of this nation's maritime heritage.

**SBNMS Mission:** To conserve, protect and enhance the biological diversity, ecological integrity and cultural legacy of the sanctuary while facilitating compatible use.

### **COUNCIL ROLES**

1. The council, in accordance with the NMSA, shall provide advice and recommendations to the sanctuary superintendent regarding the protection and management of the Gerry E. Studds Stellwagen Bank National Marine Sanctuary ("sanctuary").
2. The council shall draw on the expertise of its members, alternates, and other sources to provide advice to the sanctuary superintendent.
3. Council members and alternates shall serve as liaisons between their communities and the sanctuary, keeping sanctuary staff informed of issues and concerns, as well as providing information to their respective communities on the sanctuary's behalf.
4. The council may serve as a forum for consultation and deliberation among its members and as a source of advice to the sanctuary superintendent. Such advice shall fairly represent the collective and individual views of the council members. In formulating such advice, the council members shall recall that the primary objective of the sanctuary and the NMSA is resource protection.
5. The council is established to provide advice and recommendations to the sanctuary superintendent regarding the management of Gerry E. Studds Stellwagen Bank National Marine Sanctuary. Nothing in this charter constitutes authority to perform operational or management functions, or to make decisions on behalf of the sanctuary, NOAA or the Department of Commerce.
6. The council shall develop an annual work plan, in consultation with and approved by the sanctuary superintendent, to establish an agenda for specific issues and projects the council intends to address.

### **MEMBERS, ALTERNATES, AND OFFICERS**

#### **A. General**

1. There are two categories of seats, governmental and non-governmental. The council shall consist of no more than seven (7) governmental ex-officio and eighteen (18) non-governmental members. The governmental ex-officio members shall be non-voting and shall be designated by the cooperating government agencies so indicated. The non-governmental

members shall be voting (except for the non-voting Youth seat) and shall be appointed by the director from representatives of local user groups, conservation and other public interest organizations, scientific and educational organizations, or members of the public interested in the protection and multiple use management of sanctuary resources. Membership is to be balanced in terms of points of view represented and advisory functions the council will perform.

2. The sanctuary superintendent will sit on the council as a non-voting member and shall work with the chair in scheduling each meeting and approving the agenda to ensure that topics of discussion are relevant to the sanctuary. Council meetings may not be conducted in the absence of the sanctuary superintendent or his/her designee.
3. The following procedures shall govern the application, nomination and appointment of council members.

#### B. Governmental Seats (7)

1. By virtue of the shared interests of federal and state jurisdictions in the implementation of the sanctuary's management, each of the following government entities shall be requested to designate one individual to serve on the council. (Of the numerous responsibilities encompassed within each entity, the specific functional area of expertise needing representation on the council is identified in parentheses.)
  - National Marine Fisheries Service Greater Atlantic Regional Fisheries Office (federal fisheries and protected species management)
  - New England Regional Fishery Management Council (federal fisheries management planning)
  - U.S. Coast Guard (federal marine resources and maritime enforcement)
  - NOAA's Office of Law Enforcement Northeast Enforcement Division (federal living marine resources law enforcement)
  - Massachusetts Office of Coastal Zone Management (state-federal ocean management consistency)
  - Massachusetts Division of Marine Fisheries (state ocean fisheries management)
  - Massachusetts Division of Law Enforcement (cooperative state-federal environmental law enforcement)
2. Governmental members and alternates are appointed by their agencies and are not subject to term limitations or the competitive application process.
3. An alternate (from the same government entity) of a governmental member may attend a council meeting as the agency representative on occasion, if the chair and sanctuary

superintendent are notified in advance of any meeting during which an alternate will represent the council member including the name, address, and position of the individual designated. An alternate may not name another alternate.

4. If a government entity decides no longer to participate as a member of the council, or fails to attend three consecutive council meetings and is formally removed by the director, the sanctuary superintendent, with the approval of the director, may invite another appropriate government entity to replace that agency on the council.

5. If it is found that a governmental member or alternate of the council has violated one or more of the terms of this charter, the sanctuary superintendent may recommend to the director that the appropriate agency be notified and requested to replace the member or alternate. The sanctuary superintendent may consult with the council prior to taking such action.

6. Governmental members and alternates are subject to the same grounds for removal as non-governmental members.

### C. Non-governmental Seats (18)

1. A representative and alternate of each of the following activities, which are integrally affected by the management goals of the sanctuary, shall be selected:

- Conservation (2)
- Education (2)
- Research (2)
- Recreational fishing (1)
- Diving (1)
- Whale watching (1)
- Fixed fishing gear (1)
- Mobile fishing gear (1)
- Marine transportation (1)
- Business/industry (1)
- Maritime heritage (1)
- Youth (1, non-voting)
- Citizen-at-large (3)

2. Non-governmental members and alternates are appointed for three-year terms (with the exception of the two-year Youth seat term) and may compete for re-appointment (subject to the non-governmental term limits policy described below). If necessary, subsequent terms of appointment may be changed to provide for balanced (staggered) expiration dates. Should a non-governmental seat become vacant, the alternate may complete the term, or the vacated

position could be advertised and a replacement appointed as specified in the Appointments section below. The newly appointed member shall serve for a full term beginning on the date of his/her swearing-in by the sanctuary superintendent. See ONMS complete term limits policy in the *National Marine Sanctuary Advisory Council Implementation Handbook*, Appendix 19 “Policy to Limit Consecutive Term Limits Non-governmental Council Members”.

3. Non-governmental council members and alternates are limited to three consecutive three-year terms on the council in the same seat (e.g., conservation). The exact end date of their term is determined by the next scheduled recruitment period that takes place after a member serves their full term. The council membership recruitment process shall take place on a rolling basis, as seats become vacant or terms are completed. If qualified, the same individual may apply for another seat on the council (e.g., education) once they are term-limited on another seat (e.g., conservation).
4. A non-governmental, non-voting youth seat represents the youth segment of the community, defined as ages 14-17. The seat has a two-year term but is otherwise governed by the same application, nomination and appointment procedures as the other non-governmental voting seats on the council, and is also subject to the same grounds for removal. It is up to the discretion of the superintendent as to whether or not the youth finishes his/her term after he/she turns 18 but is still in school. For youth seat criteria, see the ONMS SAC Handbook “Council Composition, Youth Seat Policy.”
5. Selection of the three (3) citizen at-large representatives is based on geographic diversity, breadth of experience and knowledge regarding marine issues, policies and practices.
6. The ONMS Director may waive the limit on the number of consecutive terms for non-governmental council members in two circumstances:
  - a) It is determined that continuity of membership is deemed critical by the sanctuary superintendent (e.g., at a critical juncture in the management plan review process).
  - b) It is a seat that is historically challenging to fill due to the remote location of the sanctuary and distance from population centers, or a limited applicant pool for a particular seat has been shown to limit the number of available candidates to fill a vacancy in a timely and efficient manner and may disrupt or prevent a council from fulfilling its responsibilities.

See ONMS Advisory Council Handbook – Limit on Consecutive Term Limits for Non-governmental Council Members (including Alternates) for waiver details.

7. Relationships between members and alternates: The alternate shall have all the rights of the member at such times that the alternate is officially substituting for the member. The member shall notify the chair and the sanctuary superintendent before an alternate officially attends a meeting. The alternate may also be appointed, without going through a competitive process,

to complete a primary member's term if that member resigns or is removed. An alternate may not name another alternate.

8. Members and alternates serve at the discretion of the director. The sanctuary superintendent may recommend to the director the removal of a non-governmental member or alternate of the council on any of the following grounds if that member:
  - a) Is convicted of any felony offense;
  - b) Is found to have violated any of the following laws or regulations promulgated thereunder: the National Marine Sanctuaries Act, Marine Mammal Protection Act, Migratory Bird Treaty Act, Endangered Species Act, Magnuson-Stevens Fishery Conservation and Management Act, or another environmental law for which NOAA or another federal agency has jurisdictional responsibility;
  - c) Is found to have violated state environmental laws or regulations;
  - d) Is found to have violated national or state laws or regulations protecting cultural resources;
  - e) Is determined to have abused his or her position as a member or alternate of the council (including but not limited to use of council information for personal gain; use of council position to advance a personal agenda or harm another member or alternate of the council or the community; misrepresentation of, or spreading misinformation about the council or the sanctuary; and refusal to recuse himself or herself if so requested by the sanctuary superintendent and/or chair in a matter in which the member or alternate has a conflict of interest);
  - f) Has a change to the professional affiliations and/or personal circumstances that comprise a significant portion of that member's qualifications for being a member of the council;
  - g) Misses three consecutive meetings (as defined by the charter) without reasonable justification;
  - h) Disrupts on more than one occasion council meetings in a manner that interferes with the council conducting its business; or
  - i) Violates any term of this charter.

The sanctuary superintendent may consult with the council prior to taking such an action.

## D. Council Officer Terms, Elections and Roles

1) The council shall elect one member to serve as chair and one member to serve as vice-chair. The vice-chair shall act as chair in the absence of the chair. Terms of the chair and vice-chair are two years. The chair and vice-chair may serve a maximum of two consecutive terms (four years) if reelected. The council may elect one member to serve as council secretary. The term of secretary is one year. The council secretary may serve consecutive terms if reelected.

### 2) Election Procedures

- a) A chair, vice-chair or secretary may leave his/her term to run for another council officer position if desired.
- b) If the chair, vice-chair or secretary is elected to a new position, the council shall nominate and elect a new representative for the vacated position. Council members, including non-voting members, may nominate individuals for the council officer positions (except sanctuary superintendents and/or their designees). Any primary member of the council, including government seats and non-voting seats (with the exception of the sanctuary superintendent and a youth seat representative) may be nominated and elected as a council officer.
- c) Election for all positions is by majority vote of all council members (except sanctuary superintendents and/or their designees), including the non-voting members and votes shall be made by written ballot. Members who will not be present at the time of the election may submit their vote in writing to the sanctuary superintendent prior to the meeting. Alternates may nominate and vote during an election only when the alternate is filling the seat in the absence of the primary member.
- d) If a council officer resigns, the council should hold an election at the next regularly scheduled council meeting. If the newly elected individual feels comfortable they may begin serving in their position immediately upon being elected, otherwise they may begin serving at the next meeting. If the chair resigns, the vice chair acts on their behalf until the new chair assumes their position. If the vice chair resigns, the secretary acts on their behalf until the new vice chair assumes their position. If the secretary resigns, the position may remain vacant until the new secretary assumes their position.

In extraordinary circumstances, if all [or both, if not secretary] council officers resign at the same time, the council can agree to allow another council member to serve as interim chair until the new officers are elected; new officers should be elected at the next scheduled council meeting.

### 3) Roles of Council Officers

- a) Chair: The chair schedules and sets agendas for all council meetings with the approval of



the sanctuary superintendent, presides over all meetings of the full council and ensures that meetings are run according to accepted meeting practices, signs all correspondence and documents authorized by the council, and generally represents the council's interests and concerns to the public. The chair also continues to fulfill the general roles that all council members fill, including representing the interests of their constituents.

- b) **Vice-Chair:** The vice-chair serves as chair in the absence of the chair and assists as necessary in performing executive duties of the council. The vice-chair also continues to fulfill the general roles that all council members fill, including representing the interests of their constituents.
- c) **Council Secretary:** The council secretary assists sanctuary staff in performing administrative duties (recording or reviewing minutes, tracking action items, drafting correspondence, etc) as directed by the chair or vice-chair. The secretary also continues to fulfill the general roles that all council members fill, including representing the interests of their constituents.

## **APPOINTMENTS**

As each non-governmental seat becomes vacant, an appointment process is conducted for selection of a new member or alternate. Public notice shall be provided as to the vacancy of non-governmental constituent group and at-large seat positions. Applications for ensuing terms for vacant seats shall be submitted to the sanctuary superintendent directly. Copies of all applications and nominations for each seat will be submitted by the sanctuary superintendent to the preliminary review panel to obtain recommendations on selections. The preliminary review panel consists of the executive subcommittee—council chair, vice-chair, secretary—and one additional council member appointed by the chair. Any council member that has a conflict of interest (financial, personal, self-nomination, etc.) shall recuse him/herself from making a recommendation for the vacant seat. Selection from among those recommended by the panel, or from among other applicants or nominees, shall be made by the sanctuary superintendent with the approval of the director. The sanctuary superintendent may choose to re-advertise the vacant seat(s) if adequate candidates are not available after the first recruitment process. In all cases, submission of written statements of particular interest, qualifications, and experience shall be requested. Guidelines for applying shall be supplied at the appropriate time.

## **ADMINISTRATION**

1. Council members and alternates shall serve without pay. Each member or alternate may be reimbursed for travel expenses for council meetings or other activities, including per Diem in lieu of subsistence (in accordance with 5 U.S.C. §§ 5702-5703). Reimbursement is at the discretion of the sanctuary superintendent and dependent upon budgetary considerations and constraints. Travel expenses for government members of the council may be provided by their own agencies.

2. The ONMS may make available such staff, information, administrative services, or assistance as the sanctuary superintendent determines are reasonably required to enable the council and its subcommittees/working groups to carry out their functions.

## **OPERATION**

### **1. Meetings**

- a) Meetings are held at the call of the chair and the sanctuary superintendent.

Decisions (e.g., recommendations) made by the council are advisory only. Decisions shall be made by majority vote of those present, provided there is a quorum (more than half of the voting members). A recorded vote may be requested by the chair or the sanctuary superintendent. For purposes of a quorum an alternate member shall assume the rights and privileges of the member in the member's absence.

- b) Each meeting shall be open to the public.
- c) Interested persons shall be permitted to present oral or written statements on items on the agenda, or other pertinent topics.
- d) Emergency meetings may be held at the call of the chair or presiding officer and sanctuary superintendent. The sanctuary superintendent or his/her designee must be present for the council to formally conduct business at such a meeting. A quorum must also be present for the council to formally conduct business at such a meeting. As soon as is practical after an emergency meeting, the chair shall report, in writing, to the sanctuary superintendent, and shall include in this report: (1) detailed meeting minutes, (2) the nature of the emergency being addressed by the council, (3) any recommendations adopted by the council, and (4) a list of the members in attendance.
- e) Timely notice of each council meeting, including the time, place, and general topics to be discussed, shall be provided to the local media and additional notice may be given by such other means as will result in appropriate publicity to interested groups. This requirement shall not apply to workshops scheduled by the council to address strategic planning, administration, or specialized technical issues. The council may not vote at any meeting for which the above public notice has not been issued. The council may not vote on any agenda item for which notice was not provided.
- f) The council shall meet as frequently as necessary, not to exceed once a month (the meetings should be in different months, but do not have to be precisely 30 days apart) for voting meetings), but at least once every six months. The council meeting place may be

rotated among various locations adjacent to the sanctuary and meeting sites shall be chosen to accommodate anticipated public attendance and be reasonably accessible to those interested in attending.

- g) Minutes of each meeting shall be kept by a person specified by the sanctuary superintendent and contain a summary of attendees and matters discussed. Such minutes shall be available to the public.

## 2. Procedures for Providing Advice

The following procedures shall be used to provide advice:

- a) The council may provide advice on a relevant issue or topic to the sanctuary superintendent. Requests for information, assistance, or advice from the ONMS, other NOAA offices, or other agencies shall be made in writing and must be coordinated through, and approved by, the sanctuary superintendent.
- b) The sanctuary superintendent may initiate the process by which the council provides advice by asking the council to provide advice on an issue or topic. This request may be made verbally during a council meeting or in writing at any time.
- c) Any matter that a council member or alternate wishes to raise to the attention of the sanctuary shall be brought to the attention of either the sanctuary superintendent or the council chair so that it might be placed on the agenda as a discussion topic. The sanctuary superintendent and the council chair shall discuss topics and their relevance for the agenda. The sanctuary superintendent approves a topic to be placed on the agenda.
- d) The council shall provide advice directly to the sanctuary superintendent via a written formal recommendation or a motion passed by the council and reflected in the minutes. Draft recommendations and verbal discussions shall be considered by the sanctuary superintendent as additional background information and shall be included in the minutes.
- e) Any advice, correspondence, or information that the council wishes to offer or express beyond the sanctuary superintendent shall be voted on and approved by the council prior to sending. Because the council was established specifically to provide advice to the sanctuary superintendent, and operates through the superintendent, the sanctuary superintendent must also approve any advice, correspondence, or information from the council prior to sending.
- f) The council shall base its advice on a vote of the council with negative votes, abstentions or minority opinions noted. A quorum shall be present when the vote is taken or a

discussion to reach consensus is conducted.

- g) Any information or advice resulting from discussions in subcommittees or working groups that is requested by the council shall be presented to and considered by the full council and as appropriate incorporated into the council's recommendation to the sanctuary superintendent. If the council does not incorporate information or advice from a subcommittee or working group, it shall inform the sanctuary superintendent and explain in its advice or information the reasons for not incorporating the subcommittee's or working group's advice or information.

### 3. Conduct of Individual Members and Alternates

Council members and alternates are expected to be familiar with the processes and regulations governing the sanctuary and to keep themselves informed of sanctuary-related events and issues. Expectations include regular meeting attendance and familiarity with the council charter and the ONMS Advisory Council Implementation Handbook.

- a) When speaking to the public or writing about any matter regarding the sanctuary in a document for distribution beyond the council membership, the sanctuary superintendent, or sanctuary staff, a member or alternate shall clearly distinguish those recommendations, opinions, or positions officially adopted by the council as a body from those he or she may have as an individual. In no case shall a member or alternate represent individual opinions as those of the council, the sanctuary superintendent, sanctuary staff, or NOAA.
- b) Any council member or alternate that has an interest (financial, personal or business interest) in any matter before the council or a subcommittee or working group shall identify such interest prior to discussion and voting on such matter. No member or alternate shall cast a vote on any matter that would provide a direct financial benefit to that member or alternate or otherwise give the appearance of a conflict of interest under federal law. An affected member or alternate who may not vote on a matter may participate in council deliberations relating to the decision after notifying the council of the voting recusal and identifying the interest that would be affected. These same guidelines apply to members of working groups who are not members or alternates of the council.
- c) All council members and alternates are expected to conduct themselves in a civil fashion, showing courtesy and respect to other council members and alternates, sanctuary staff and any other individuals present at the meeting.

### 4. Conduct of the Council as a Body

- a) The council shall not make recommendations, express opinions or otherwise speak to anyone other than the sanctuary superintendent unless the council has express permission

from the sanctuary superintendent and states that its opinions and findings do not necessarily reflect the position of the sanctuary or NOAA.

- b) Similarly, any written correspondence or other written documents that are intended to speak for the council as a body must be coordinated with, and approved by, the chair and the sanctuary superintendent. The following disclaimer shall be placed in documents originating from the council: *"The council is an advisory body. The opinions and findings of this publication do not necessarily reflect the position of Gerry E. Studds Stellwagen Bank National Marine Sanctuary and the National Oceanic and Atmospheric Administration."*

## 5. Council Letterhead

The council shall, with the assistance and approval of the sanctuary superintendent, design and use its own letterhead. All correspondence from the chair or other members or alternates of the council, or the council as a body, shall be on this letterhead. The council shall not use official NOAA letterhead or any derivative thereof for any correspondence or other purpose.

## 6. Subcommittees and Working Groups

- a) **Subcommittees:** The chair, in consultation with the council as a whole and with the concurrence of the sanctuary superintendent, may establish such subcommittees as necessary to fulfill its duties. Subcommittees shall be composed solely of members of the council; at the superintendent's discretion, alternates may also serve on subcommittees. The subcommittee must be chaired by a primary member of the council. Subcommittees shall be recognized as official sub-units of the council and are subject to all requirements of this charter. Subcommittee members may be reimbursed for travel expenses for meetings or other activities at the discretion of the sanctuary superintendent and dependent upon budgetary constraints.

A standing subcommittee, the executive subcommittee, will serve as the administrative body of the advisory council and handle such administrative activities as may be appropriate, including, but not limited to, setting time and place of meetings, selecting agenda items, and reviewing meeting conduct. The executive subcommittee consists of the council chair, council vice-chair, council secretary and sanctuary superintendent. The council coordinator will work very closely with the executive subcommittee. The chair, with concurrence from the superintendent, may also appoint one additional member from the members of the advisory council. The council chair, vice-chair, secretary, and one additional council member appointed by the chair shall also serve as the preliminary review panel for council member selection. Meetings of the executive subcommittee are not subject to public meeting requirements.

- b) **Working Groups:** The chair, in consultation with the council and with the concurrence of

the sanctuary superintendent, may establish working groups for specific purposes or topics that need focused attention that cannot be accomplished by a subcommittee. Working groups may be composed of members and alternates of the council and/or persons outside the council. Working groups shall be chaired by a primary member of the council and shall function under the purview of the council. At the sanctuary superintendent's discretion and if the full council approves, an alternate member may chair a working group; that alternate shall function under the purview of the council. Working groups established by the council to address specific issues shall disband once the final advice on the matter is submitted to the council. Working group members may be reimbursed for travel expenses for meetings or other activities at the discretion of the sanctuary superintendent and dependent upon budgetary constraints. Meeting of the working groups are not subject to public meeting requirements.

### **OTHER TERMS OF THIS CHARTER**

1. The council shall operate pursuant to the terms of this charter.
2. This charter shall remain in effect for a period of five years from the date of signature.
3. Six months prior to the expiration of this charter, the need for the council will be evaluated by the ONMS, with input from council members, to determine whether to renew the charter.
4. Revisions to this charter may be made as determined necessary by the ONMS with input from the council.

  
\_\_\_\_\_  
John Armor  
Director, National Marine Sanctuary Program

  
\_\_\_\_\_  
Date