



NEW YORK - NEW JERSEY TRAIL CONFERENCE

LOCAL TRAIL COMMITTEE CHARTER

Approved by the Board on July 31, 2018

Purpose

A Local Trail Committee (LTC) recruits and organizes volunteers and works with agency partners and TC staff to provide trail users with a high-quality, well-maintained trail network in a specific LTC geographic area.

Responsibilities

1. Plan and report on the maintenance and development of the trail network in the assigned area.
2. Promote communication and coordination among the volunteers who are LTC members, and with the assigned Regional Program Coordinator (RPC).
3. Approve construction and adoption of new trails and major trail relocations in the LTC area according to policy and ensure that the database records are accurate.
4. With support from TC Staff, coordinate the recruitment, assignment, training, retention, and recognition of volunteers in the LTC area.
5. Manage the work of volunteers in coordination with staff with land managers in the LTC area.
6. Encourage the participation of members in the Regional Trails Council (RTC) under which the LTC falls. If the LTC Chair cannot attend an RTC meeting, another member should be chosen to attend and represent the LTC at the meeting.
7. Work with the TC Staff and RTC Chair to identify and prioritize LTC needs and resource requirements as part of the annual plan and budget process.
8. Communicate with other LTCs in the region as required through the RTC or otherwise.
9. Operate in accordance with the latest approved Trail Conference policies and practices.

Members

1. The Local Trail Committee Chair is nominated by the Executive Director subject to approval by the Board.
2. In addition to the Chair, LTC members include supervisors and trail maintainers in the LTC area. Crew chiefs and leaders may be included as members, along with others appointed by the Chair who may be useful in carrying out the responsibilities of the LTC.

Meetings

1. The LTC Chair may organize meetings of the LTC if the Chair believes these will be useful in carrying out its responsibilities.
2. The LTC may create sub-groups consisting of its members and possibly others to address specific issues.