

MEMBER RELATIONS & DEVELOPMENT COMMISSION

1 ESTABLISHMENT

This Committee is established in accordance with Article 27.1 of the World Taekwondo (WT) Statutes.

2 FUNCTIONS AND OBJECTIVES

Committee's functions are to:

- 2.1 Study the organization and practices of WT members to ensure the development of Taekwondo throughout the world through building of capacities of all levels of stakeholders;
- 2.2 Contribute to the goals set forth in the WT Statutes and the Olympic Charter;
- 2.3 Recommend changes to the Council WT's development and education programs; and
- 2.4 Recommend changes to the Council amendment to related rules and regulations together with the Juridical Committee.

Committee's objectives are to:

- 2.5 Review the WT Regulations and Policies on its member-related matters and make recommendations for any changes;
- 2.6 Study the best practices in relation to the member management and adopt them into WT's program; and
- 2.7 Report to the Council Meeting and/or General Assembly on the progress of the Commission

3 COMPOSITION AND TERMS OF OFFICE

The membership of this Committee shall be composed of up to seven members including one Chair and two Vice-chairs. Chairs and Vice Chairs of Development Committee, Education Committee and Taekwondo for All Committee shall be member of this commission. A Para Taekwondo Nominee is appointed as an ex-officio member of this commission. The term of the appointment shall be two (2) years, effective from the acceptance date until the end of the Wuxi 2021 World Taekwondo Championships.

Chair	Dr. Jean-Marie Ayer	Switzerland	ayer_jm@hotmail.com
Vice Chair	Mr. Ide Issaka	Niger	idissaka1952@gmail.com
Vice Chair	Ms. Sarah Stevenson	Great Britain	Sarah.stevenson@britishtaekwondo.org
Member	Mr. Michel Madar	Israel	michel@tkd.org.il
Member	Ms. Guo Li	China	guoliliguo@vip.sina.com
Member	Prof. Russell Ahn	USA	ahnc@berkeley.edu
Member	Mr. Usman Dildar	Great Britain	udildar@gmail.com
WT Liaison	Mr. Jeongkang Seo		member@worldtaekwondo.org

Committee may establish such committees of an ad-hoc nature as it deems appropriate.

Committee is supported by the Member Relations & Development Department.

4 QUORUM

A quorum for the committee meeting is defined as 50% of the membership, plus one.

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TERMS OF REFERENCE

Where attention is drawn to a loss of quorum, the meeting may be adjourned until such time as the Chair may determine.

5 CONFLICT OF INTEREST

Committee members are required to bring to the attention of the Chair any conflict of interest or potential conflict they may have with any item on the committee's agenda.

If a committee member is deemed to have a real or perceived conflict of interest in a matter that is being considered at a meeting, he/she will be excused from Committee discussions and deliberations on the issue where a conflict of interest exists.

6 MEETINGS

Committee meetings shall be held at least once every three months unless otherwise agreed by the Committee. Committee meetings may be held in person, by telephone, videoconference, or other electronic means. If the meeting is held via conference call, the WT Bluejeans conference call system can be utilized.

In case of in-person meeting, the following conditions shall apply to the members:

- Economy class air travel
- Transportation from-and-to airport at destination
- Accommodation for the period of stay proposed by WT
- USD200 per diem for the period of meeting day(s) proposed by WT, plus 1 travel day

The above terms and conditions may change based on changes to WT's Finance Rules.

Committee members are required to be fully prepared for each meeting, having read the documentation in advance, and to make every reasonable effort to attend each meeting.

Decisions of the Committee may be made at a duly called and constituted meeting; or, by a resolution in writing to all members of the Committee and physically or electronically signed by at least a quorum of the members of the Committee who are entitled to vote on the resolution other than those on an approved leave of absence.

7 OBSERVERS AND VISITORS

Observers and visitors must have received the prior permission of the Chair to attend meetings. Observers and visitors must leave the meeting if any matters are to be considered confidential.

8 AGENDAS AND MINUTES

Agendas and associated documentation will be distributed prior to the meeting.

Minutes are to be prepared and distributed to each committee member within a week at a maximum. A copy of the minutes will be included in the agenda papers for the next committee meeting.

9 REPORT

The Committee shall prepare a report on its activities to be submitted to the General Assembly and Council Meeting. This report shall include the Committee's progress towards its core objectives.

10 EVALUATION AND REVIEW

To ensure that this committee is fulfilling its duties, it will:

- Undertake an annual self-assessment of its performance against its Terms of Reference and provide that information to the Council; and
- Provide any information the Council may request to facilitate its review of committee's performance and its members.