

## **Board Governance and Nominating Committee**

### **Committee Membership**

The Board Governance Committee Chair and Vice-Chair will be appointed by the president of the Board of directors. The Committee Chair and Vice-Chair will be members of the board of directors and will work with the president of the board and the executive director to identify other committee members. The committee will be composed of at least five members from the board of directors, the Executive Director and members of the community.

### **Functions and Responsibilities**

The Board Governance Committee is a standing committee of the Board of Directors. The committee's principal responsibilities are to ensure that the board is comprised of individuals who are willing to fulfill their designated roles and responsibilities and do so effectively. The duties of this committee include the following:

1. Assess composition of the current board in terms of skills, background and experience.
2. Research and recruit new board members based on identified gaps.
3. Nominate potential board members to the full board.
4. Create an orientation process and orient new board members.
5. Determine board training needs and plan board development activities.
6. Create and annually update a board handbook.
7. Determine committee charges and monitor committee effectiveness.
8. Recommend board officers on an annual basis.
9. Monitor board members' terms and determine continued involvement.
10. Assess the board's performance.
11. Develop and annually administer a conflict of interest statement.