

(August 18, 2021)

Committee Chair: Becky Weber

Board Members: Mark Mathews, Bari Kesler, Valerie McDaniels, Peggy Mayfield, Jamie Brunsworth

Staff Liaison: Denise McCaffrey

Other Staff:

PURPOSE:

To serve as the principal planning and coordinating committee of the Board of Directors and to act on the Board's behalf when necessary between meetings of the full board.

STRUCTURE:

Board President, Vice-President, Secretary, Treasurer and at least two other Directors appointed by the Board. Currently they are the chairpersons of each of the standing board committees. The Board President is, according to bylaws, chairperson of the committee.

MEETING SCHEDULE:

Regular meetings are held on the 3rd Wednesday of February, May, August, and November at 8:30 a.m. Other meetings are scheduled as needed.

RESPONSIBILITIES:

- Manage the general affairs of the organization between meetings of the Board of Directors
- Assist the President in developing agendas for Board Meetings
- Advise the President as necessary on specific matters, issues, or procedures in managing the business of the organization.
- Advise the Executive Director as necessary on specific matters, issues, or procedures in managing the business of the organization.
- Make recommendations to the full board of directors as appropriate concerning overall management of the affairs of the organization.
- Participate with the President in Performance Evaluations of the Executive Director

GOALS FOR FY 2022

- Monitor Progress and encourage board members and committees to continue to work on meeting the goals and strategies of the current Long Range Strategic Plan.
- Work with the Board Development Committee to encourage board participation in quarterly board meetings and committee meetings.
- Work with the Resource Development Committee to encourage board donations from all board members at an appropriate level.
- Work with the Long Range Planning Committee to review and update the agency's policies and statements.
- Work with the Executive Director to review and update the annual employee performance evaluation form including the Executive Director performance evaluation process.