

Bill Reid Foundation Policies

Policy Name: Board Committees 2020.1

Area: Process

Date Adopted: October 6, 2016

Reviewed: August 28, 2018

Operating on a Policy Governance basis, the Bill Reid Foundation Board of Directors emphasizes the corporate nature of its work and the collective nature of its decisions. (Bylaw 13.1).

Accordingly:

1. The Board seeks to minimize the number of its committees, and the amount of work allocated to them. Board committees will be assigned so as to reinforce the wholeness of the Board's work and not to interfere with the delegated authority of the Director and CEO. (Bylaw 13.1);
2. No Board Committee can exercise authority over the Director and CEO or exist to assist, advise or oversee Staff;
3. The Board establishes four Standing Committees:
 - 3.1. Finance
 - 3.2. Development
 - 3.3. Content
 - 3.4. Governance
4. The Board will distribute Committee tasks among its Directors. Committees shall be responsible for organizing and administering their work according to Process policies and these guidelines:
 - 4.1. Committee membership will be for one year renewable terms.
 - 4.2. Committee membership will be reviewed annually
 - 4.3. New Board members will be appointed to a committee at the next meeting of the Board following their appointment to the Board, on the recommendation of the Governance Committee
 - 4.4. Committees will appoint their own chairs
 - 4.5. Every committee will meet on a regular basis in order to provide updates at scheduled board meetings.
 - 4.6. The board may establish committees, ad hoc committees or task groups and the like from time to time. Their purpose and function is to assist the Board in advancing its work, not to be a means of delegating responsibility to a separate body. Such committees will normally be created with terms of reference approved by the Board, and will normally be for a specific, time- limited purpose. (~~Bylaw 13.52 is the closest match to this description, but 13.2 refers to Special Committees for this temporary purpose, which does not match the language here~~). While there is no expectation that the Director and CEO or Board Chair attend all committee meetings, they will always be given timely notice of the meetings and agendas to be discussed and thus will be enabled to add agenda items of concern to them as well as to participate the deliberations of the committees.