

ACA New England Governance Committee

Objective: Responsible for reviewing the governance structure and practices of the organization and reporting its findings and recommendations to the Board

Role of Governance Committee:

- Periodically review the defined and adopted mission and vision statements of the organization and whether they are consistent across documents and activities
- Periodically review By-Laws for adherence and relevance
- Periodically review the staff handbook and whether it is consistent with applicable laws and actual or desired organizational practices; amend such documents as necessary
- Explore and examine compensation policies, including obtaining reasonable compensation comparability data
- Review of benefits, including health insurance, pension plans and fringe benefits

Composition:

- 6-8 members ideal; can be members of the Board or volunteer without board affiliation
- Chair appointed by Board President

Time Commitment and Expectations:

- Participates in 1 virtual meeting per month September - April, with additional meetings as needed
- Confidentiality is key with this committee as many of the topics addressed are of a sensitive nature.

Reporting:

- Executive Director
- General updates to the board

Resources:

- Staff – Michele Rowcliffe, Executive Director
- Governance Chair – Ian Moorhouse

Brief Timeline:

Month	Task
September	Set yearly chart of work
October	
November	
December	
January	
February	
March	
April	