

ACA New England Stewardship Committee

Objective: To provide and ensure effective board processes, structure and roles.

Role of Stewardship Committee:

- Responsible for board recruitment, orientation, assessment and continuing education of the Board
- Nominate candidates for the Board of Directors, Officers, Members-at-Large, and national ACA leadership positions
- Nominate and assist with submission of National and Regional awards
- Working within a DEIB lens in all nominations

Composition:

- 6 members; 3 elected by membership, 2 members from Board of Directors, 1 members appointed by Board of Directors
 - One member elected yearly from membership
 - No elected committee members may be nominated for election as a director or officer during term on Stewardship Committee
- No elected members shall be eligible to serve more than 2 consecutive terms or 6 consecutive years
- Board shall appoint 2 Board members and 1 additional person to committee for a 1 year term
- Vacancies filled by Presidential appointment with Board approval to fill unexpired terms
- 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
- Standards Chair – Keith Garbart

Brief Timeline:

Month	Task
September	National awards discussion & determination of yearly key agenda items
October	Check in with current Board, solicit names for board & committee positions, submit National awards
November	Evaluate needs of current board, work on slate of candidates, call for nominations for New England awards
December	Evaluate needs of current board, work on slate of candidates, call for nominations for New England awards

January	Board & Committee decisions, gather info, review award submissions
February	Board & Committee decisions, ballot sent to membership, award decisions, bios of award winners
March	Present awards at conference or another avenue, introduce new board members to membership
April	New board orientation, board review and evaluation