

SELKIRK & DISTRICT COMMUNITY FOUNDATION INC.

Non-Board Members on the Foundation's Sub-Committees

The value of having non-board member volunteers includes involving persons with specific skill sets and experience to enhance the Foundation's programs, expanding our volunteer involvement with additional community minded people, and increasing community awareness.

If a sub-committee requires additional volunteers it is suggested that the possible volunteer fulfills all or some of the following criteria:

- Previously they had agreed to have their name stand as a possible member of the Board through the Nominating Committee process or is a former board member who has been off the Board for at least one year.
- They have a specific skill set and/or experience required for that certain subcommittee.
- They must agree to sign a Letter of Confidentiality.
- They must agree to the Foundation's Conflict of Interest Policy.

Other items that a non board member volunteer would need to be made aware of and agree to are:

- Unless invited, attendance at monthly Board Meetings is not required.
- A non-board member volunteer will be a voting member at the sub-committee.
- That recruitment of a non-board member volunteer would not entitle future appointment to the Board.
- That there would be a period of time, stipulated by the subcommittee, as to the non-board member's volunteer position.

The sub-committee chair, after discussions with the sub-committee, will submit the volunteer(s) name to the Board of Directors for approval to appoint the volunteer(s) to the sub-committee.

There should be a limited amount of non-board members on a sub-committee, for example 2:1 (Board Member: non-board member volunteer) ratio would be suitable.

This policy is to be reviewed every three years.

ADOPTED at a meeting of the Board of Directors of the Foundation:

DATE: March 10, 2015

Chair _____ **Kelly Lewis**

Secretary _____ **Shirley Muir**

Original Non-Board Members on the Sub-Committees was adopted by the Board on April 12, 2011