

Professional and Volunteer Development and Foundation Awareness

The purpose of the policy is to make aware the opportunities community members to enhance professional and volunteer development by becoming a part of the Selkirk and District Community Foundation's (SDCF) Board of Directors.

The Board of Directors consists of community members nominated for a three-year term, with the opportunity to agree to a second three-year term. As board members leave, new members are integrated to provide a board with complementary skills and attributes.

Increasing public awareness of the Foundation is a goal for SDCF. You will have the opportunity as a board member to learn more about the community and how the Foundation can play a part. Consider your strengths and areas that you would like to enhance in your repertoire as there are a number of committees in the Foundation. Each committee allows board members to be actively engaged.

All Board Members are expected to serve on one or more Foundation committees. In most cases, Board Members whose qualifications are appropriately suited to the task, are appointed to a Committee.

Grants Committee: reviews, recommends, and distributes grants at least annually as directed by the Board of Directors. The committee reviews its granting priorities to ensure the emerging needs and ongoing issues in the community, such as those identified in Vital Signs, are being addressed.

Policy and Review Development Committee: annually reviews the existing policies of the Foundation. In-depth review of existing policies takes place on a rotating basis every three years. The board and/or committee may determine additional policies are required by the Foundation and the committee will draft and prepare the required policies.

Finance Committee: monitors, evaluates, advises, and makes recommendations to the Board concerning financial matters. This includes accounting policies and practices, internal control systems, the operating budget, external audits or reviews, and financial reporting. They work with the Executive Director and financial staff to monitor the finances of the Foundation.

Investment Committee: establishes and monitors investment policies for the Foundation and its managed accounts. Its objective is to obtain the best possible investment returns over the longer term within the Foundation's Investment Policies, while sustaining or increasing capital to compensate for inflation.

Communications and Special Events Committee: keeps the community informed about the Foundation by producing and distributing informational materials, annual reports, and a website. The committee hosts special events to honour and recognize donors, citizens, and grant award recipients.

Vital Signs Committee: develops a strategy to obtain data and perform a community “check-up”. The tool helps identify the vitality of our community and identify significant trends in a range of sectors that are critical to a smart and caring community.

Human Resources Committee: reviews and revises employee manual, meets with Executive Director regarding staff contracts or any other topics related to employees as needed.

Fund Development Committee: in conjunction with the Executive Director, meet with and inform individuals and organizations within the community regarding the benefits available to themselves, their clients, and future generations in perpetuity.

This policy is to be reviewed every three years.

Adopted July 28, 2020

Chair _____ Aaron Martyniw

Secretary _____ Greg Dewar