



## Summary of Council Committees and Board of Directors

### COMMITTEES

#### AUDIT

The Audit Committee oversees proper external review of the not-for-profit audited financial statements and IRS Form 990. The Committee also:

- verifying proper functioning of the organization's financial risk management
- responding to whistleblower or other allegations of ethical or legal violations
- considering proposals from potential independent certified public accountants and makes recommendations to the Board

Meeting Cadence: during the months of November, December, and January; virtual, weekdays

#### BOARD DEVELOPMENT

The Board Development Committee is a standing committee of the Board of Directors, and monitors the effectiveness of the Council's executive functions by:

- identifying and recruiting qualified individuals for all elected positions, including the Officers, directors-at-large, Board Development Committee members, and National Council Delegates and Alternates
- assisting in identifying and recruiting qualified individuals willing to serve on the various Board committees
- annually providing one slate of candidates for all elected positions
- creating programs for, and conducting, Board orientation, training, and development

Meeting Cadence: during the months of November, January, March, May, July; virtual, weekday evenings

#### FINANCE

The Finance Committee monitors appropriate and effective financial resource allocation by:

- safeguarding the Council's financial assets
- providing guidance with respect to developing and applying financial policies, decisions and plans
- bringing expertise regarding appropriate financial benchmarks, trends, and changes
- advising the Board with respect to making significant financial decisions
- establishing and monitoring the internal financial control policy

Meeting Cadence: during the months of November, February, May, July, and September; virtual, weekday evenings

#### INVESTMENT

The Investment Committee monitors and evaluates the funds invested by the Council to protect its assets and ensure financial stability. The Committee fulfills its advisory role by:

- recommending to the Board appropriate and effective investment related policies and actions to safeguard the Council's financial and investment assets
- monitoring implementation of all investment-related policies and actions approved by the Board, including monitoring of the performance of investment managers/advisors

- providing expertise regarding both appropriate standards and benchmarks to apply to investment decisions and economic trends and developments that might impact the Investment Portfolio
- considering proposals from potential investment managers/advisors and makes recommendations to the Board

Meeting Cadence: quarterly, virtual, weekdays

### **PHILANTHROPY**

The Philanthropy Committee monitors the effectiveness of the Council's philanthropic program to ensure sustainable financial support within the Council's service territory by:

- providing governance oversight to and leadership of the Council's fundraising efforts
- partnering with the Board of Directors, CEO and Philanthropy staff in raising significant financial resources
- building strong connections to key external audiences
- reviewing strategies for achieving the Council's fundraising goals

Meeting Cadence: during the months of November, February, May, July, and September; virtual, weekday evenings

### **PROPERTY**

The Property Committee monitors the condition, maintenance and utilization of the Council's existing property assets and makes recommendations to the Board with respect to:

- enhancing existing properties to maintain and increase Girl Scout utilization
- managing and maintaining properties, including evaluation of adequacy of resources to support each property, type and scope of programs and activities at each property to optimize Girl Scout participation and satisfaction
- collaborating with other entities, including other Girl Scout Councils to enhance property utilization and revenues

Meeting Cadence: during the months of January and May; virtual weekday evenings, and site visits during the months of March/April timeframe

### **BOARD OF DIRECTORS**

The Board of Directors has full power and authority over the affairs of the Council, in accordance with the Council Bylaws, the Board is accountable to:

- setting strategic direction ensuring the council has processes for creating strategy, establishing direction, and delegating authority for implementation
- ensuring the council has the right leadership and necessary resources for implementation of council strategies
- establishing and reviewing policies to protect our assets, meeting legal and ethical accountabilities, and ensuring the council is in compliance with laws and standards
- ensuring the council has a two-way dialogue with the membership when making critical decisions

Meeting Cadence: during the months of October, December, January, April, June, and August; Thursday evenings, virtual and or in-person