



Operating Committees

ARTICLE VII

Operating Committees

7.1 Appointment. Operating Committees (either standing or special committees) may be created and abolished by the President or by the Board of Directors, except to the extent that this authority of the President may be specifically limited by a resolution of the Board. Such operating committees shall discharge such responsibility as may be assigned to them. The President, with the approval of the Board of Directors, shall appoint the members of committees from among the Directors, Officers, professional advisors, and friends of the Corporation.

7.2 Tenure, Procedure, and Notice. Each member of a committee shall continue as such until the next annual meeting of the Board of Directors and until his successor is appointed, unless sooner removed. Meetings of an operating committee may be called by the President, the Chairman of the committee or a majority of the committee members. Notice may be given at any time and in any manner reasonably designed to inform the members of the time and place of the meeting. Unless otherwise provided in the resolution of the Board of Directors approving the appointment of the members of the committee, a majority of the whole committee shall constitute a quorum. Except as may otherwise be specifically provided by the Board of Directors, operating committees shall report to the Board of Directors via the President. Each committee may adopt its own rules of procedure, which shall not be inconsistent with the terms of its creation or these By-Laws.

Operating Committee's for 2017-2018

Gala Committee

Objectives:

This Committee will plan a Fundraising event that will help connect the College, Foundation and Community incorporating Outreach and Recognition. This committee will provide a specialized event for the purpose of cultivation, fundraising, and stewardship of Donors.

Key Roles & Responsibilities:

To plan and execute an annual gala.

To continue to improve upon the CHC Foundation special events, and come up with new ways to attract members to events

To select speakers, locations, topics and themes for the event

To help identify potential sponsors for events

To collaborate marketing for advertising for the event

Time Commitment: This committee will meet approximately 6-8 times per year to develop topics, confirm program details, and evaluate the progress and eventual success of programs. Annually, this



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committee will meet to set the calendar for the following year, and evaluate the committee's needs. Each committee member will be expected to help organize and attend events.

Investment Committee

Objectives:

This committee is responsible for developing a sound investment policy and ensuring that the policy is implemented effectively and efficiently. This committee will monitor the management of the funds and evaluate the performance of the investments.

Key Roles & Responsibilities:

To apply personal experience, judgement and knowledge along with having a firm understanding of the regulatory framework and mission of the CHC Foundation.

To determine the risk tolerance and investment horizon of the Foundation's assets.

To regularly review investment performance and asset allocation.

To establish and evaluate reasonable and consistent investment objectives, policies and guidelines which will direct the investment of the Foundation's assets.

To attend regular meetings of the Investment Committee.

To recommend investment changes to the Board of Directors, as appropriate.

Time Commitment: This committee will meet approximately 4-6 times per year. At least one meeting each year will include Investment Managers.

Scholarship Committee

Objectives:

To optimize the financial support offered to students through the Foundation's scholarship program, this committee will develop a plan to increase the award amounts given to students. As well as establishing a minimum award amount, the plan will outline policies for named scholarships and general fund scholarships, define a procedure for donations of under \$500, and develop strategies for generating new endowed scholarships.

Key Roles & Responsibilities:

To review guidelines for establishing scholarships

To review scholarship applications and assist the College Scholarship Committee with the selection of recipients

To review existing scholarships and solicit new scholarship donors

To help with the stewardship of existing scholarship donors

Time Commitment: This committee will meet approximately 4 times per year to review the scholarship process, forms, and funds. Annually, this committee will meet to review the scholarship applications and select recipients. Each committee member will be expected to attend Scholarship events.



Operating Committees

Committee membership appointment for 2017-2018

Standing Committees

Executive- Sam Irwin, Bill Nassar, Mike Strong, Wei Zhou, David Raley

Investment- Mike Strong (chair), David Raley, Sam Irwin, Joanna Averett, Amy Minjares

Scholarship- Donna Ferracone (chair), Mike Smith, Lillian Vasquez, Tommi Ng, June Yamamoto, Brooke Duncan, Rebeccah Warren-Marlatt, Ericka Paddock

Gala- Cheryl Cox, Betty Jo Wood, Billy Lindsey, Peter King, Olga Forester, Rebeccah Warren-Marlatt, Ericka Paddock, Donna Hoffmann, June Yamamoto

Ad-Hoc Committees

Budget- Sam Irwin, Mike Strong, Amy Minjares, David Raley

By-laws- Bill Nassar, Gloria Harrison