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| **DRC Meetings and Committee Composition June 2022** **Board Meetings: 3rd Wednesday of each month** **Committee Expectations:** * Determine meeting times mutually agreeable for committee membership and Executive Director
* Committees receive and provide direction from Strategic Plan and the Executive Committee
* Chair Responsibilities: Understands committee’s purpose and defines roles and procedures; Develop Agenda; Facilitate Meeting; Record Minutes; Establish Membership-
* Committees generate necessary agenda items for board meeting and retreats to further strategic goals.
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| **DRC****Committees** | **Executive** | **Strategic Planning** | **Board Development** | **Community Engagement** | **Policies** | **Finance** |
| **Meeting Times****Frequency** | **Monthly**2nd Wednesdays5:30 – 7:00 pm | **Quarterly**1st Wednesdays5:00-6:00 pm* February
* May
* August
* November
 | **Monthly**1st Fridays8:00-9:00 am  | **Quarterly** 2nd Tuesdays5:00-6:00 pm* December
* March
* June
* September
 | **3x/year**4th Wednesday5:30 – 7:00 pm* January
* May
* October
 | **Quarterly**2nd Thursday4:00-5:00 pm* February
* May
* August
* November
 |
| **Committee****Membership*****(Committee******membership established each September with new board meetings)*** | **Mickey Lahmann (Chair)****Deborah Jayne (VP)****Mary Sue Wilson (Sec)****Curt Gavigan (T)****Mary Barrett (PP)****Jody Suhrbier** | **Deborah Jayne****(VP Chair)****Bob Butts****Julie Watson****Curt Gavigan****John Skinder****Jody Suhrbier** | **Bob Butts (Chair)****Matt Gerard****Curt Gavigan****Waeni Mutisya-Bacon** **Mickey Lahmann****Jody Suhrbier** | **Julie Watson** **(Chair)****Joe Sanders\*****Kevin Partlow** **Matt Gerard****Waeni Mutisya-Bacon****Mickey Lahmann** | **Mary Sue Wilson (Chair)****Mary Barrett****John Skinder****Mickey Lahmann****Jennifer Pearson\*****Jody Suhrbier** | **Curt Gavigan (Chair)****Kevin Partlow****Alicia Varvaro****Jennifer Miller\*****Diane Perry\*****Jody Suhrbier** |

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| **PURPOSE** | * Developing the capacity of the board to operate effectively.
* Annually review all committees’ duties and responsibilities
* Examines all the financial affairs
* Evaluate the performance of the ED
* Set agenda for meetings and retreats.
* Succession planning
 | * Proposes strategic direction including the development of a three-to-five-year strategic plan with measurable

goals and time targets.* Seeks input from staff, board and volunteers
* Monitors the evidence of progress toward and adjust plan as needed
 | * Conduct annual board assessment and proposes goals
* Support success of board members
* Board member recruitment, analysis and inventory
* Board Orientation
* Diversity, Inclusion, Equity and Access Focus
* Volunteer Recognition Program
 | * Supports the development and implementation of resource development strategies including fundraising and community outreach. Fundraising/Development and Outreach
* Annual Toast activities: themes, keynotes, recognition
* Peacekeeper Award process
* Supports Capacity Building

Campaign | * Review and update all board and employee policies and practices

 | * Develop and maintain systems and processes for fiduciary accountability
* In-depth Review financial and investment accounts
* IRS 990 review
* Conduct financial audit process on scheduled basis
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| **Adopted DRC Board Meeting Calendar****2022-23****\*Predicated on health safety standards for in-person meetings and** **potential hybrid capacity****Board Meetings held the 3rd Wednesday each month** **5:30 – 6:30 Virtual Meetings via Zoom (1 hour business meeting)****5:00 – 7:00 In-Person\* Meetings at DRC (5:00 Social followed by 5:30 Business)** |
| **JANUARY 2023****5:30 – 6:30 Virtual**  | **FEBRUARY 2023****5:00 – 7:00 at DRC** | **MARCH 2023****5:30 – 6:30 Virtual**  |
| **APRIL 2023****5:00 – 7:00 at DRC** | **MAY 2022****5:30 – 6:30 Virtual**  | **JUNE 2022****5:00 – 7:00 at DRC** |
| **JULY** **5:30 – 6:30 Virtual**  | **AUGUST** No Meeting* **Volunteer Picnic**
 | **SEPTEMBER****5:00 – 7:00 at DRC****Annual Meeting:*** **Elect New Officers**
* **Approve New Bd Members**
 |
| **OCTOBER****5:30 – 6:30 Virtual** * **New Board and Officers begin**
 | **NOVEMBER****Please hold the date:** **9:00 – 3:00****In-Person Retreat**  | **DECEMBER****5:30 – 6:30 Virtual** |

**Monthly Board Meeting Schedule for 2022-23**

**July 20, 2022 \*\*\*proposed Bd Meeting + Social in person at Mickey’s**

**August 10, 2022 Volunteer Appreciation Picnic**

**September 21, 2022 DRC Meeting 5-7 p.m.**

**October 19, 2022 Virtual Meeting 5:30-6:30**

**November X, 2022 Board and Staff Retreat Day 9- 3 p.m.**

**December 21, 2022 Virtual Meeting 5:30- 6:30**

**January 18, 2023 Virtual Meeting 5:30 – 6:30**

**February 15, 2023 DRC Meeting 5-7 p.m.**

**March 15, 2023 Virtual Meeting 5:30 – 6:30**

**April 19, 2023 DRC Meeting 5-7 p.m.**

**May 17, 2023 Virtual Meeting 5:30 – 6:30**

**June 21, 2023 DRC Meeting 5-7 p.m.**

**July 19, 2023 Virtual Meeting 5:30-6:30**