

Governance Committee

Overview: The Governance Committee of the Highland Community Curling Club ensures that the club operates effectively, ethically, and in accordance with its bylaws and policies. Comprised of dedicated volunteers, this committee oversees governance practices, conducts member surveys, facilitates board nominations, and addresses policy and legal matters to support the club's mission and values.

Responsibilities:

Review/Conduct/Report Member Survey:

- Develop, distribute, and analyze member surveys to gather feedback on club operations, programs, and member satisfaction.
- Present survey findings and recommendations to the board of directors and membership, facilitating discussions and actions to address identified issues or opportunities.

Committee Performance Survey:

- Conduct evaluations of committee performance and effectiveness, gathering feedback from committee members and stakeholders to identify strengths, weaknesses, and areas for improvement.
- Provide support and resources to committees to enhance their performance and achieve their objectives.

Board Nomination Process:

- Develop and oversee the board nomination process, including soliciting nominations, reviewing candidate qualifications, and facilitating board elections in accordance with the club's bylaws.
- Ensure transparency, fairness, and diversity in the nomination and election process, fostering an inclusive and representative board of directors.

AGM Planning/PowerPoint:

- Plan and coordinate the annual general meeting (AGM), including agenda development, meeting logistics, and presentation materials (e.g., PowerPoint).
- Provide support to the board chairperson and other presenters to ensure effective communication of key information and achievements to the membership.

Ad Hoc Policy or Legal Tasks:

- Address ad hoc policy or legal matters as they arise, including reviewing and updating club policies, bylaws, and procedures to ensure compliance with legal requirements and best practices.
- Collaborate with legal advisors or consultants as needed to address complex or sensitive legal issues facing the club.

Qualifications:

- Knowledge of governance principles and practices with experience in non-profit governance preferred.
- Strong analytical and problem-solving skills with the ability to interpret data, assess risks, and make informed recommendations.
- Excellent communication and facilitation abilities with the capacity to engage diverse stakeholders and foster productive discussions.
- Dedication to the values and mission of the Highland Community Curling Club with a commitment to promoting transparency, accountability, and integrity in club governance.

Time Commitment: Being a member of the Governance Committee typically requires a limited commitment of hours per month, including attendance at committee meetings, preparation for AGM, and review of governance-related matters. Consistent engagement and proactive leadership are essential to fulfilling the responsibilities of the role.