



## BOARD COMMITTEES

**POLICY #:** B-02, T006

**AUTHORITY:** 98-172 / 03-37/13-04

### POLICY STATEMENT

In order to expedite the business of the Board, various types of committees are organized including Standing Committees, Ad Hoc Committees and Special Committees.

### POLICY REGULATIONS

#### 1. Standing Committees:

- 1.1 Standing Committees are permanent committees appointed by the Board for a period of one (1) year.
- 1.2 Membership of Standing Committees shall be determined by the Board.
- 1.3 Terms of Reference: The Standing Committees will, with the appropriate Board officials, be responsible to study and report recommendations as appropriate to the Board on matters referred to the committee.

#### 2. Ad Hoc / Special Committees:

- 2.1 Ad Hoc Committees are usually appointed by the Board to study and report on a specific issue or concern and once they report, their purpose is complete and they are dissolved.
- 2.2 Special Committees are usually appointed by the Board to address and report on specific issues of an ongoing nature.
- 2.3 Membership: When an Ad Hoc / Special Committee is formed, the recommendation will include the make-up of the committee membership.

### **3. General Regulations:**

3.1 Unless stipulated otherwise, all trustees may attend any committee as non-voting members to keep themselves informed and to present their views on issues of interest.

3.2 Rules of procedures will be set by the respective committees.

3.3 The Chairperson of the Board is an "ex-officio" voting member of all committees.

3.4 Committees may, with Board approval, add members who are not elected trustees.