CATEGORY: Board Committees	**NUMBER: 2.6.6**
TITLE: Executive Committee	**ORIGINATING DATE:** January 2013
SOURCE: Board	**REVISION/REVIEW DATE:** October 2020 ~~May 21, 2019~~
SIGNATURE:	

The Executive Committee shall consist of:

a) the Chair of the Board;
b) the Chief Executive Officer;
c) the Chief of Staff; and
d) the two Vice-Chairs.

The Chair of the Board will chair this Committee.

The Committee shall:

a) oversee structures and processes and establish, maintain and evaluate structures and processes which will support effective Board functioning;

b) exercise the full powers of the Board in all matters of administrative urgency, reporting every action at the next regular meeting of the Board, if not before;

c) **oversee the development of annual work plans;**

d) **oversee succession planning for CEO and Chief of Staff**

e) review, negotiate and report to the Board of Directors on the Chief of Staff and CEO contracts;

f) oversight of human resources management;

g) ~~adopt performance indicators and implement monitoring practices to evaluate the performance of the Board and Board members;~~

Comment [KK1]: Moved to Governance Committee Terms of Reference

h) develop committees annually and recommend to the Board of Directors.

This Committee shall meet at the call of the Chair.

DRAFT