

The Advisory Board Committee Responsibilities

BOARD DEVELOPMENT COMMITTEE

The Board Development Committee or Nominating Committee will give attention to the comprehensive development of the Advisory Board, both collectively and individually. The committee is charged with the task of developing strong members as well as developing a strong board. This committee is the Executive Committee or an appointed subcommittee of the Executive Committee.

It is suggested that the board development or nominating committee meet quarterly as a minimum standard.

The TSA Commander is an ex-officio member of this committee. By recommendation, the Advisory Board chairperson is a member of all committees except Board Development or Nominating. It is recommended to look at next year's board chairperson as a member or the immediate past chairperson.

No meeting of the committee may be held without the TSA Commander or his appointed representative present.

The committee chairperson should consult with the Commander on the meeting schedule. The chairperson will distribute meeting notifications. Salvation Army staff are available to distribute notifications on behalf of the chairperson if requested.

The committee chairperson should communicate as frequently as necessary with the TSA Commander between meetings to keep abreast of all board development issues.

Responsibilities

The committee will:

- Conduct an annual evaluation of the Advisory Board in cooperation with the Executive Committee.
- Conduct annual member evaluations; or coordinate annual self-evaluations.
- Ensure that the member rotation system is in place and functioning.
- Encourage and monitor individual and collective board participation and attendance.
- Keep the board chairman apprized of any lagging attendance needing to be addressed.
- Solicit and place in nomination the board officers.
- Be knowledgeable of authorized number of member slots and continually evaluate vacancies in keeping with the one third member rotation.
- Develop a prospect list of qualified board members striving for the highest level of influence available while achieving balanced community, gender, and demographic representation.
- Develop a program for recruiting and nurturing potential board prospects.
- Conduct or coordinate a comprehensive orientation for new members as per the national orientation manual.
- Consider and promote board development opportunities including attendance at board seminars, special Army events, or conducting a local board retreat.