



Governance Policies

Board of Directors

Policy Number: G001
Policy Section: Governance
Applies to: Board of Directors
Updated: July 2019

Purpose

To outline the structure of the Board of Directors

Policy

The Community Connections Society (CCS) Board of Directors acts as a Governance Board.

As written in the bylaws of the Constitution, the Board of Directors shall have up to ten (10) elected members of the Society and no less than four (4). All members of the Board of Directors shall be entitled to one vote at all meetings of the Board of Directors.

Directors who are valid members shall be elected at the Annual General Meeting. Board members will serve a two-year term, with no more than 50% of the board expiring at any given Annual General Meeting.

Prior to the Annual General Meeting, the Board Chair and/or Past Board Chair will review the present Board to determine if those Directors whose terms are expiring are returning for an additional term, or whether a vacancy will be created. In the absence of a suitable candidate from the membership, external recruitment from the community, with a skill set that would benefit the Board will be pursued.

In order to have a balanced and rounded Board of Directors with a skill set to complement each other, it is the desired criteria to have members with the following skill sets (including but not limited to) from the local community on the Board of Directors:

- small business
- government
- non-profit administration/governance
- accounting/financial management
- community development
- social Sector
- communications
- education
- human resources
- legal
- senior management
- contractor/developer/trades
- health field from the community
- social service background
- advocacy



For the Board to act independently and without due influence from management, the members of the Board of Directors will not be related to the Executive Director. Board members can be related to each other; however, only 2 members of a family may be on the Board at the same time. The onus is on the Board to set the ethical tone in the composition of the Board.

Not less than 3 of the members of the Board of Directors or a majority of all the Members present, whichever is less, shall constitute a quorum.

The Officers of the Society include the Chair, Co-chair, secretary, and Treasurer. The Officers shall be elected by the Board from among the Directors, and such election shall be held at the first Board meeting after the Annual General Meeting or as soon as possible thereafter. At the discretion of the Board, the offices of Secretary and Treasurer may be held by one person, but no person shall have more than one vote on the Board or the Executive Committee.

Three committees shall be formed; Governance; Audit and Executive Committee. Members of the Board will volunteer to serve on a committee and decide within their committee who will represent as a chairperson. The Executive Director reports directly to the Board of Directors.