

## POLICY

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Series: **Board Governance** **COA: GOV 2, 5, 6,**  
**CFOP: N/A**

**Procedure Name:** Board Committees and Auxiliary Board  
**Procedure Number** GOV003  
**Reviewed Date:** 01/21/2013, 06/14/2016, 6/10/2019, 2/10/2020, 10/20/2020, 8/17/2021  
**Revision Date:** 8/25/2016, 6/10/2019, 12/10/2020, 8/26/2021  
**Effective Date:** 4/20/06

**Applicable to:** BFP Family of Agencies Board of Directors and Executive Staff

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**SUBJECT:** Board Committees and Auxiliary Board

**PURPOSE:** The purpose of this policy is to outline the protocol surrounding the recruitment and guidelines of board committees and committee members

**References:** GOV011 Governance Model

### POLICY:

In an effort to broaden community exposure and solicit support from local business constituents and community volunteers, Brevard Family Partnership (BFP) may institute the establishment of an auxiliary board and open committee membership to volunteers. The auxiliary board and committee volunteers are intended to support an increase in public awareness and community engagement and to solicit and broaden the agencies donor base, both monetarily and through community service.

The overall role of board governance is critical in the oversight and decision making of Brevard Family Partnership Family of Agencies. Whereas an advisory group and/or community volunteers via an auxiliary board and expanded committee membership may compliment the effectiveness of the official, or formal, board of directors as it works to carry out a specific, complex, major roles and initiatives under the direction of the Board of Directors and CEO in accordance with the mission, vision and purpose of Brevard Family Partnership.

The Brevard Family Partnership auxiliary board and board committee volunteers will be a compilation of individuals who bring unique knowledge and skills, which complement the knowledge and existing skills of the formal board members and staff in order to achieve the goals and objectives of the organization more effectively.

The auxiliary board and board committee members will not have formal authority to govern the organization, that is, the board and board committee members cannot issue directives, which must be followed. Rather, the auxiliary board and committee members act as service agents to assist in the achievement of the objectives of the organization.

The auxiliary board and committee members, like formal boards of directors, should have a chair that drives organization and development of the advisory group. The auxiliary board chair and

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committee chairs will be a board appointed designee who will serve as the point of contact between the advisory group and the formal board of directors.

The auxiliary board and board committees will consist of 3-10 members.

### Implementation

Auxiliary Board and committee members will be solicited through recommendation of the family of agencies executive staff, Board members and through personal contact made to appropriate parties identified by the Board members or CEO.

### Committees

Committees will be presented to and approved by the Brevard Family Partnership Board of Directors and will exist for the purpose of aligning with the strategic plan of Brevard Family Partnership FOA and carrying out a specific function to achieve the goals set forth. The goals of the committee should be closely aligned with achieving the strategic goals of the agency.

#### Committees may include but are not limited to:

- Capital Campaigns/Event Planning (ad hoc)
- Board Recruitment
- Marketing and Philanthropy
- Risk Management
- Finance/Audit
- Board Governance Review
- Board Executive Committee

Approved by the Brevard Family Partnership Board of Directors on August 26, 2021.

AS APPROVED BY THE BOARD OF  
DIRECTORS:



BARBARA J. LOFTUS  
Board Chair

Signature Date: 9/11/2021

BY DIRECTION OF THE CHIEF EXECUTIVE  
OFFICER:



PHILIP J. SCARPELLI  
Chief Executive Officer

Signature Date: 9/11/2021