

# Committee Organization Plans

Goal of Committee Plans:

To ensure BoT coordination, transparency and communication.

Organize into committees:

Finance, Advancement, Facilities, Audit, CoT, COID, Ad-hoc Cmtes

Within your committee:

- Update your committee's Organization Plan; at minimum, complete the "Annual Goals" portion of the plan.
- Include a section in the plan that tracks committee agenda and action items (can use EC plan as a template)
- Identify a "secretary" on the committee who will track agenda & action items and update plan accordingly



# Committee Organization Plans, Cont'd

For future board meetings:

1. Plan to have committee organization plans up to date.
2. Committee org plans will be considered part of the consent agenda.

