

## **CREATIVE TRUST FOR ARTS & CULTURE OVERALL COMMITTEE ROLES AND RESPONSIBILITIES**

### **Committee Roles**

- Committees will work with staff to set objectives and develop a strategic action plan for their area, for approval by the board.

### **Committee Responsibilities**

- Committees are responsible for providing advice and feedback to staff, setting specific goals that respond to the needs of the organization, finding ways to achieve them, and reporting back to the board on their progress on meeting their objectives.

### **Responsibilities of Committee Chairs and Members**

- Committee chairs are responsible for setting a schedule of meetings and recommending committee members, in consultation with staff. Membership may include staff members, board members, advisory council members and outside members or advisors as needed and appropriate.
- Committee members must make a commitment to be active participants in the work of the committee.

### **Committee Accountability**

- Committee chairs will provide full, informative reports to the board of directors, and bring proposals for programs or activities that involve new resource allocation to the board for discussion and decision.

The Executive and Finance Committee is the only committee authorized to act on behalf of the board, as necessary, between meetings; such decisions will be brought to the next meeting of the Board for ratification.