

Development Committee Charter

Approved 11-22-2022

Charge

The Development Committee derives its authority from Article 5, Section 2 [g] of the Orleans Conservation Trust (the “Trust”) Bylaws (the “Bylaws”), which charges the Committee to set and evaluate goals for the Trust’s fundraising programs and support the Board in the implementation of said goals.

Composition

The President shall appoint the members of the Committee, including the Committee Chair. Only Trustees may serve as voting members of the Committee. The Committee shall be composed of at least three Trustees. The President may appoint specially qualified non-trustees to serve on the Committee as non-voting members. The President and Executive Director of the Trust shall serve as *ex-officio* non-voting members of the Committee.

Term

Committee members shall serve a one-year term. All terms commence upon appointment by the President at the Board meeting following the Annual Meeting, or, if a member is appointed after said Board meeting, such member’s term shall run from the date of appointment until the Board meeting following the next Annual Meeting. During a member’s term, the member may resign or be removed by the Board. There are no limits on the number of terms a member may serve on the Committee.

Responsibilities

- Develop and share with the board an annual workplan for the committee and meet as frequently as circumstances and the annual workplan dictate;
- Develop and share with the board an annual report summarizing the committee’s performance against the workplan and detailing any issues that the committee faced during the year;
- Administer and annually review those policies that fall under the jurisdiction of the Committee, and make recommendations for any changes, if necessary, to the Board;
- Report to the Board the results of Committee meetings;
- Offer advice and counsel to the Trustees and Executive Director on issues pertaining to the Trust’s fundraising programs; and
- Complete such other tasks as the Committee shall take on commensurate with its charge and delegated responsibilities.