

The Litchfield Historical Society Governance Committee Policy Statement

Purpose

To ensure that the Board of Trustees is a diverse and committed group that has the varied and necessary skill sets to effectively and efficiently carry out the mission of LHS..

Objective

The Governance Committee is charged with developing and maintaining a cohesive, enthusiastic and committed Board through a continuous process of board composition, cultivation and recruitment, development, education, and assessment in order to put forth best efforts in implementing the strategies and using the resources of LHS.

Composition of the Governance Committee

As one of three standing committees as outlined in the By-Laws of LHS, the Chairman of the Governance Committee is appointed by the President at his/her discretion and is a trustee of LHS. Other members of the Committee are trustees of LHS as well. The appointment of the Chairman and all members of the Committee are subject to the ratification by the Board.

RESPONSIBILITIES

Board Composition

- Takes the lead in assessing current and anticipated needs related to board composition, determining the knowledge, attributes, skills, abilities, influence and access to resources the full board will need to consider in order to accomplish the strategies of LHS.
- Develop a profile of the Board as it should evolve over time.

Cultivation and Recruitment

- Identifies potential board member candidates and explores their interest and availability for board service
- Provide an outline of board expectations and obligations to a candidate (Exhibit B)
- Nominates individuals to be elected as members of the board

Development

- Takes the lead in succession planning, taking steps to identify, recruit and prepare current board members for future leadership
- Nominates board members for election as board officers

Education

- Designs and oversees a process of board orientation, including gathering information prior to election as board member and information needed during the early stage of board service
- Ensures all board members are knowledgeable and updated about LHS programs and strategies

Assessment

- Discuss and agree to mutual expectations of all board members
- Organize around "what matters" (priorities/standing and ad hoc committees)
- Assess our collective performance annually (how are we doing regarding strategic plan and other goals and initiatives)