



## **DIVERSITY COMMITTEE TERMS OF REFERENCE**

### **PURPOSE**

The Baseball New Brunswick Diversity Committee supports the organization by developing, promoting, monitoring, and providing advice about programs and policies to advance equity, diversity, and inclusion (EDI).

### **COMMITTEE COMPOSITION**

- The Committee will consist of eight (8) persons and will include:
  - Baseball New Brunswick Board of Directors Member, Chair
  - Seven (7) at large committee members representing each Baseball New Brunswick designated Zone
  - Baseball New Brunswick Executive Director, ex-officio or delegate
  - Baseball New Brunswick President, ex-officio or delegate

The Committee will strive to be gender balanced within the range of a 60/40 ratio of genders.

### **DUTIES AND RESPONSIBILITIES**

- To oversee adherence to the Baseball New Brunswick Gender Equity Policy and Equity, Diversity, Inclusion, and Access Policy.
- To support the achievement of Baseball New Brunswick's EDI targets and objectives identified in the Baseball New Brunswick Strategic Plan.
- Provide insight, advice, and make recommendations to Baseball New Brunswick relating to emerging EDI issues or trends arising, including strategies to overcome or address them.
- To consult with and advise other Baseball New Brunswick committees, board members and staff on EDI matters.
- To support all Baseball New Brunswick committees to achieve gender balance (no less than a 60/40 ratio) in their membership by 2026.
- To evaluate progress of Baseball New Brunswick EDI strategies and achievement of gender equity targets.
- To promote awareness and provide education on EDI and gender equity issues to the Baseball New Brunswick membership.
- The Baseball New Brunswick Board of Directors may delegate additional duties to the Committee as required.
- Meetings shall be held a minimum of two (2) times per year or more frequently at the call of the Chair. Meetings may be in person or via teleconference.



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#### VOTING / DECISIONS

Each member of the Diversity Committee shall cast one (1) vote. The Executive Director is a non-voting member. A tie vote is a defeated motion.

#### QUORUM

The majority of the voting members present forms a quorum. If the Chair is absent, then those present may select a Chair for that meeting from amongst themselves.

#### AUTHORITY OF THE COMMITTEE

- The Committee is a Standing Committee of Baseball New Brunswick.
- The committee has the authority to interpret and apply Board approved policies.
- The Committee has the authority to work with and advise other Baseball New Brunswick committees on EDI and gender equity issues.

#### RESPONSIBILITIES OF THE CHAIR

- To chair all meetings of the Committee.
- To ensure compliance with the Terms of Reference.
- To comply with all approved budgeting, financial & planning policies and procedures.
- To report to the membership at the AGM on activities undertaken by the Committee.

#### APPROVAL OF TERMS OF REFERENCE

Date Approved: April 29<sup>th</sup>, 2024