



MANITOBA SOCCER ASSOCIATION POLICIES AND ADMINISTRATIVE PROCEDURES



GOVERNANCE COMMITTEE TERMS OF REFERENCE

ROLE OF THE COMMITTEE

The Governance Committee is a committee of the Board. The Committee will make recommendations to the Board about policies, structures, and other matters that will support and improve the ability of the Board to exercise good governance.

KEY RESPONSIBILITIES

- Develop Board materials, including best practices and Board responsibilities;
- Review the By-Laws as well as Rules and Regulations and make recommendations to the Board if changes are required;
- Review and/or develop Board policies and procedures for Board approval;
- Facilitate Board development including Director orientation;
- Review Board performance;
- Review Associations Articles of Incorporation;
- Review the Association's governance practices including executive limitations; and
- Advise the Board on governance issues that may come up from time to time.

COMPOSITION

The Board appoints members to the Committee. The Committee will be composed of a minimum of three persons. The Board will designate the Chairperson of the Committee, who shall be a Director. Members will serve from appointment until resignation, the restriking of the committee, or removal by the Board.

MEETINGS

The Committee will meet as often as the Chair deems appropriate to fulfill its mandate but not less than once annually. Members may participate in person or through telephonic or electronic means.

In the event of the absence of the Chair or at the request of the Chair, meetings may be chaired by a member designated by the Chair or (in the absence of such delegation) by a member attending the meeting.

REVIEW AND APPROVAL

The Terms of Reference will be reviewed and confirmed by the Board at least every two years.

APPROVED BY: Manitoba Soccer Association Board of Directors
DATE OF APPROVAL: August 16, 2017