

## **RMMBA Governance Committee**

### **1. Introduction and Purpose**

This document provides a summary and overview of the purpose, responsibilities, membership and operating procedures of the Governance Committee (GC) established by the Board of Directors (Board) of the Ridge Meadows Minor Baseball Association (RMMBA).

### **2. Purpose of the Governance Committee**

The purpose of the GC is to provide a focus on corporate governance that will enhance the overall performance of RMMBA. The GC assists the Board in fulfilling its oversight responsibilities by:

- a) Developing appropriate corporate governance practices, and guidelines;
- b) Oversight over the various of the RMMBA Committees and their respective governance mandates that have been established by the Board;
- c) Reviewing the RMMBA's bylaws and making suggestions for modifications to the bylaws;
- d) Oversight over paid employees of the RMMBA including but not limited to the Development Coach, Administrative Assistant, and General Manager;
- e) Scheduling of Board Meetings;
- f) Developing a Communications policy to ensure consistent and timely messaging to the members;
- g) Developing a risk management strategy;
- h) Preparing materials for the annual general meeting; and
- i) Recruitment of RMMBA members to join the GC.

### **3. Committee Members**

The GC shall be composed of at least four members of the RMMBA and shall be chaired by the VP-Admin and at least two of which must be voting directors.

### **4. Board and Committee Meetings**

The GC will meet once every quarter at their discretion.