



# Volunteer Center of Cedar Valley

**Mission Statement:** The mission of the Volunteer Center is to promote and support effective volunteerism; to serve as the resource and coordination center for volunteers and a catalyst in building coalitions and community partnerships.

**Vision Statement:** The Volunteer Center of Cedar Valley mobilizes people and resources to deliver creative solutions to community problems.

## **Nominating Committee**

### **PURPOSE**

The Nominating Committee nominates all Board Members and officers of the Volunteer Center of Cedar Valley.

### **APPOINTMENTS AND COMPOSITION**

The Nominating Committee is commissioned by and responsible to the Board of Directors. Each fiscal year, the Board of Director's President will ask for a chairperson of the committee. There is no minimum or maximum number of members to this committee. This committee may appoint non-Board Members to help fulfill their functions. This committee shall keep written record of its acts and proceedings and shall submit these records to the President upon request. This committee shall have the power to appoint subcommittees for carrying out the work as it may deem necessary. This committee shall have the power to adopt such rules as may be necessary for the conduct of the work entrusted to it. The Executive Director is the key staff member who works with this committee.

### **ROLES AND RESPONSIBILITIES**

1. Develop a list of potential Board Members
2. Conduct recruitment meetings for prospective Board Members
3. Nominate successful candidates to the Board of Directors
4. Contact Board Members absent from three (3) consecutive Board Meetings
5. Assist with resignation of Board Members absent from five (5) consecutive Board Meetings
6. Monitor Board Member participation
7. Evaluate Board Member participation – reengage those not participating