

CWS Nominating Committee Charter
Approved May, 2011

PURPOSE:

This authorizes the Nominating Committee to identify and recommend to the full Board potential at-large CWS Board members and officers.

AUTHORITY:

Chartered by the Board of Trustees.

RESPONSIBILITIES:

The responsibilities of this committee include working with the Board to identify potential new members and officers to present to the full Board for consideration and voting. The CWS Board must consistently add new members with sufficient overlap of outgoing members to ensure a smooth transition between terms. The Nominating Committee must also maintain a succession plan for all officers and conduct an annual assessment of Board performance. The Nominating Committee will also communicate the names and contact information of new Trustees to the Board secretary to facilitate the scheduling of orientation for new Board members.

DECISION MAKING AUTHORITY:

The Nominating Committee is empowered to make recommendations to the Board of Trustees regarding potential candidates for membership to the Board of Trustees. These recommendations may be supplemented by additional nominations from the Board, such nominees being placed in nomination at a nominating meeting.

The Nominating Committee will discuss the Board's interest in potential candidates for Board membership only after approval of the candidate by a majority of the Board during a meeting properly held when a quorum of its members is present. This discussion will include a description of the responsibilities and expectations of a Board Member as included in the Board Handbook.

Upon acceptance by the candidate, the Nominating Committee will present each nominee to the Board for approval by a two-thirds vote of the board. Upon approval the Nominating Committee will communicate the results to the candidates.

The Nominating Committee will also prepare and present to the Board a recommended slate of officers (President, Vice President, Treasurer and Secretary) to be considered by the Board of Trustees at the Annual Meeting.

SCHEDULE:

Identify potential members for June election by March
Present June recommendations to full Board by March
Vote on approaching potential nominees in April
Install new members at the June meeting
Install new officers at the January Annual Election

MEMBERSHIP:

The Nominating Committee is a working committee, meaning that all members of this Committee agree to take on tasks in addition to attending meetings. Membership shall be comprised of at least two members of the Board of Trustees.

ACCOUNTABILITY:

The Nominating Committee shall be responsible to the Board of Trustees, which shall review their work annually.

REPORTING PROCEDURE:

The Nominating Committee presents the nominees of the Board candidates and slate of officers annually and as needed thereafter and to the entire school annually.