

**SASKCULTURE INC.
BOARD OF DIRECTORS POLICY**

Policy Name: Eligibility Committee Terms of Reference **Number:** GP-7.1
Policy Type: Governance Process **Date Approved:** April 2000
Latest Revision: June 2011

1. Product
 - 1.1 Options and implications to be provided for Board consideration regarding gaps in eligibility and criteria used to evaluate eligibility, as well as the assessment of eligible groups and applicants for eligibility against the criteria.
2. Authority
 - 2.1 The Committee is not authorized to exercise authority over staff or have direct dealings with current staff operations.
 - 2.2 The Committee is not authorized to make recommendations on any aspect of eligibility to any outside body. This is the work of the full Board.
 - 2.3 To add one additional member to the committee as necessary to ensure that the committee has programming expertise in each discipline area.
3. Composition
 - 3.1 The Committee shall consist of up to eight members and shall include the SaskCulture Vice President, up to two Past-Presidents and up to five Board members.
 - 3.2 The Chairperson shall be the Vice President of the SaskCulture Board.
4. Term of Office
 - 4.1 Members shall be appointed for a one year term.
5. Reporting
 - 5.1 As a standing committee of the SaskCulture Board of Directors, this Committee will report only to that body.
6. Resources
 - 6.1 The Committee will be supported by SaskCulture staff and to the extent of available resources identified in the SaskCulture budget.

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**SASKCULTURE INC.
BOARD OF DIRECTORS POLICY**

Policy Name: Audit Committee Terms of Reference **Number:** GP-7.2
Policy Type: Governance Process **Date Approved:** April 2000
Latest Revision: September 2008

1. Product
 - 1.1 Options and implications for Board consideration regarding financial policies (on-going – at the request of the Board) and specifications of scope of audit prior to outside audit to be provided no later than June 30.
2. Authority
 - 2.1 The Committee is not authorized to exercise authority over staff or have direct dealings with current staff operations.
3. Composition
 - 3.1 The Committee shall consist of four members, at least one of which must be a Board member.
 - 3.2 The Chairperson shall be appointed by the Board.
4. Term of Office
 - 4.1 Members shall be appointed for a one year term.
5. Reporting
 - 5.1 As a standing committee of the SaskCulture Board of Directors, this Committee will report only to that body.
6. Resources
 - 6.1 The Committee will be supported by SaskCulture staff and to the extent of available resources identified in the SaskCulture budget.

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SASKCULTURE INC.
BOARD OF DIRECTORS POLICY

Policy Name: Nominations Committee
Terms of Reference

Number: GP-7.3

Policy Type: Governance Process

Date Approved: April 2000

Latest Revision: December 2012

1. Product

1.1 Properly screened potential Directors to be provided at the earliest opportunity recognizing the benefit of promoting potential Board members to the membership as far in advance of the annual general meeting as possible. The committee will strive to provide a full slate of nominees by May 1st of each year, but will not close nominations until third and final call has been made on the floor at the Annual General Meeting.

2. Authority

2.1 The Committee is not authorized to exercise authority over staff or have direct dealings with current staff operations.

2.2 The Committee is authorized to act on behalf of the Board in the recruitment of Directors according to the Constitution.

2.3 The Committee is authorized to recruit Directors that will reflect a balance in terms of age, gender and geographic location.

3. Composition

3.1 The Committee will be composed of the Past President and one member from each of the six Communities of Interest.

3.2 The Past President shall be the Chairperson.

3.3 Up to two of the current Directors that are not running for re-election, other than the Past President, may sit on the Committee as the Community of Interest representatives.

3.4 The Chair will solicit names of potential members of the nominations committee from the membership and present the Committee roster to the Board for final ratification.

3.5 The President shall be an ex-officio member of the Committee.

4. Term of Office

4.1 Members shall be appointed for a one year term.

5. Reporting

5.1 As a standing committee of the SaskCulture Board of Directors, this committee will report only to that body.

6. Resources

6.1 The committee will be supported by SaskCulture staff and to the extent of available resources identified in the SaskCulture budget.

**SASKCULTURE INC.
BOARD OF DIRECTORS POLICY**

Policy Name:	Spending Plan Committee Terms of Reference	Number: GP-7.4
Policy Type:	Governance Process	Date Approved: December 2003 Latest Revision: December 2010

1. Product
 - 1.1 Options and implications for Board consideration with respect to any forthcoming Board decisions regarding the Spending Plan for the Culture Section of the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation.
2. Authority
 - 2.1 The Committee is not authorized to exercise authority over staff or have direct dealings with current staff operations.
 - 2.2 The Committee is not authorized to make recommendations on any aspect of the Spending Plan for the Culture Section of the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation to any outside body. This is the work of the full Board.
3. Composition
 - 3.1 The Committee shall consist of up to eight committee members and shall include the SaskCulture President, two Past-Presidents and up to four or five current Board members.
 - 3.2 The Chairperson shall be the President of the SaskCulture Board of Directors.
4. Term of Office
 - 4.1 Members shall be appointed for a one year term.
5. Reporting
 - 5.1 As a standing committee of the SaskCulture Board of Directors, this Committee will report only to that body.
6. Resources
 - 6.1 The Committee will be supported by SaskCulture staff and to the extent of available resources identified in the SaskCulture budget.

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**SASKCULTURE INC.
BOARD OF DIRECTORS POLICY**

Policy Name: Constitutional Review Committee **Number:** GP-7.5
Terms of Reference

Policy Type: Governance Process **Date Approved:** September 2012

1. Product
 - 1.1 Options and implications for Board consideration with respect to constitutional amendments to be provided to the membership at the June 2014 Annual Meeting. (Please note: these will include a timeline for member consultation in advance of the AGM at which the changes are presented for approval)
 - 1.2 Options and recommendations for Board consideration with respect to applicable policy revisions resulting from the Constitutional Amendments.
2. Authority
 - 2.1 The Committee is not authorized to exercise authority over staff or have direct dealings with current staff operations.
 - 2.2 The Committee is not authorized to make recommendations on any aspect of the constitution to the membership. This is the work of the full Board.
3. Composition
 - 3.1 The Committee is an ad hoc committee of the Board
 - 3.2 The Committee shall consist of five members and shall include the SaskCulture President and at least two past-presidents. The committee can include, in an ex officio capacity, individual(s) to provide expertise as required.
 - 3.3 The President of the SaskCulture Board shall be the Chairperson.
4. Term of Office
 - 4.1 As an ad hoc committee, the members appointed shall remain on the Committee until completion of the product.
5. Reporting
 - 5.1 As an ad hoc committee of the SaskCulture Board of Directors, this Committee will report only to that body.
6. Resources
 - 6.1 The Committee will be supported by SaskCulture staff and to the extent of available resources identified in the SaskCulture budget.

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