

BYLAWS - PROGRAMS AND OPPORTUNITIES COMMITTEE

Programs and Opportunities Committee. The Programs and Opportunities Committee shall be entrusted with advising on how the existing ministries/programs can be enhanced and expanded to provide a sustainable future. The Committee shall develop a framework for developing new program opportunities that can address unmet needs in the Twin Cities community and beyond. The committee shall advise on program planning and leadership development opportunities.

PROGRAMS & OPPORTUNITIES COMMITTEE CHARTER

PURPOSE

The Programs & Opportunities Committee (“Committee”) will provide a forum for program directors to relate to the Board. The Committee will support the program areas by regular review of program initiatives with a goal of maintaining adherence to mission and providing sustainability. The Committee will explore new program areas addressing the unmet needs of the local community.

MEMBERSHIP

The Committee shall be composed of at least three Board members. Others who have expertise in human/social services may be appointed subject to the conditions stated in the Bylaws. The President will be an ex-officio member.

The Board Chair, consulting with the Nomination & Governance Chair and the President, appoints the Chair of the Programs & Opportunities Committee and affirms its members.

CHAIR

The Chair is responsible for scheduling meetings, drafting the meeting Agenda, spiritual centering and reading the modified DEI Statement, and has the authority to call special meetings as needed or reschedule regular meetings, so long as all Committee members are provided reasonable notice (three to five days).

The Chair will ensure that minutes for all Committee meetings are taken and stored on a Board of Directors shared document platform in a timely manner following each Committee meeting. They may delegate this responsibility to another Committee member or staff.

MEETINGS

Meetings will be scheduled as often as needed, so long as all Committee members are provided reasonable notice (three to five days).

RESPONSIBILITIES/DUTIES

The Programs & Opportunities Committee performs all duties as requested or required by the Board of Directors.

The Committee is specifically responsible for the following duties and responsibilities:

1. Act as a forum for the direct engagement between Board and program leadership.
2. Regularly review all program initiatives and evaluate their adherence to the mission of the organization.
3. Advise on possible expansion or enhancement of current programs.
4. Review recommendations of the President to the Finance & Audit and Investment Committees regarding the annual financial support and resources needed by program areas.
5. Explore and evaluate opportunities for new program areas that respond to the unmet needs of the community.
6. Visit program sites to better learn about the challenges and successes of program areas, to provide Board presence and show Board interest and commitment, and to affirm staff who carry on the work of the organization.
7. Suggest timely issues for Board education sessions to the Board Chair.
8. Where possible, build bridges between program areas and other community resources.
9. Set annual goals for the Committee.
10. Annually evaluate the effectiveness of the Programs & Opportunities Committee. Annually review its purpose and duties and recommend any proposed changes to the Nomination & Governance Committee and Board of Directors.
11. Provide training/onboarding resources to ensure new Board members' understanding of the organization's programs and opportunities process.