

STAR ISLAND CORPORATION

COMMITTEE CHARGE

Committee Name: Membership Committee

Role: The role of the Membership Committee is to manage the selection and retention of members of the Star Island Corporation (SIC), while considering the composition of the corporation and our commitment to our Beloved Community Initiatives. The Committee also identifies necessary changes to selection criteria and procedures and recommends changes to bylaws such as membership limits or other issues concerning membership.

Responsibilities and Activities: The responsibilities of the Membership Committee are largely delineated in the SIC Bylaws:

ARTICLE VI Standing Committees Section 3:

“It shall evaluate the qualifications of each person proposed for membership and shall nominate for membership only those persons whose election it believes will advance and promote the carrying out of the purpose and objectives of the corporation.”

- The main focus of the Committee is to receive, adjudicate, and recommend applications for membership and emeritus status in the SIC.
- The Membership Committee will meet as appropriate to discuss issues related to soliciting and selecting members to the SIC. As stated in the bylaws, *“The board shall publish each year and distribute a statement of the criteria and process applicable to the selection of active and emeritus members of the corporation.”*
- The Chair will conduct meetings and set the calendar for committee actions.
- The Chair will receive nominations from the SIC, distribute nomination packages to the Committee, schedule adjudication meetings, and contact those nominees whose nominations will be forwarded to the SIC Board.
- The Chair, or their designate, attends the Annual Meeting to present the committee's recommendations and provide an orientation session for new members.
- The Chair, or their designate, will present a motion to nominate new members to be elected by the body of the Corporation at the SIC annual meeting.
- The Chair will submit the Membership Committee annual report to the Board for inclusion in a report to the body of the Corporation membership at the SIC annual meeting.

Expectations of Membership Committee Members:

- Understand the Committee's responsibilities and activities and their relationship to the Star Island Strategic Plan.
- Attend meetings (in person or online), most crucially the meeting(s) in February–March when the adjudication of new member applications is taking place.
- Participate in activities and tasks needed to fulfill the role of the Committee.
- Actively seek out Shoalers who are not currently members, but would make good candidates for future membership, encourage them to apply, and assist them with the process.
- Be an ambassador for the Committee and its work.

Member Terms:

Members are appointed to a three-year term with the provision that one may be renewed for one additional three-year term. For the Membership Committee, this is specified in the SIC bylaws.

ARTICLE VI Standing Committees Section 3:

“The membership committee shall be appointed for three-year terms by the board. It shall consist of seven members of the corporation, at least one of whom shall be a member of the board...No member shall serve for more than two consecutive terms as a member of the membership committee.”

Committee Composition:

The composition of the Membership Committee is delineated in the SIC bylaws, as above. With regards to the chair, one or two members, agreed to by the committee are selected to act as Chair of the committee.

Meeting and Reporting

The Membership Committee will meet as necessary to accomplish the tasks as outlined above. Minutes of meetings will be taken and available to the SIC Board and Staff. An Annual Report will be provided to the SIC office by February 15, for inclusion in the packet for the SIC’s Annual Meeting. The committee brings forth a motion to appoint new members to the corporation at the Annual Meeting each year.

Special Provisions:

n/a

Approved Date:

Committee reviewed January 2024