



# Rape Crisis Center

## RAPE CRISIS CENTER BOARD COMMITTEES AND WORKGROUPS

### STANDING COMMITTEES (meets at least quarterly)

**Executive Committee Summary:** This committee consists of the Chairperson and all other officers of the Board and the immediate past Chairperson (if still serving on the Board) or another Board member appointed by the officers. The Executive Committee has and shall exercise the authority of the Board of Directors at all times between meetings of the Board with exceptions outlined in the Corporation By-Laws. This Committee supervises and evaluates the Executive Director.

**Finance Committee Summary:** This committee is chaired by the Treasurer and committee members assist and advise the Treasurer, recommends to the Board action on major purchases or financial commitments, monitors quarterly fiscal and contract compliance, reviews and recommends to the Board new and continuing agency budgets and any action by any committee which has a fiscal impact, reviews all audits and investments.

**Fundraising Committee Summary:** This committee proposes an annual fundraising plan to the Board in cooperation with the staff, evaluates the plan quarterly, explores new resources, and coordinates efforts by the Board of Directors to fundraise and assist staff with solicitation of resources.

**Human Resources Committee Summary:** This committee develops, maintains and reviews Affirmative Action Policies and Personnel Policies and Procedures. They assist staff as needed with HR issues that have arisen to the Board level.

**Board Recruitment Committee Summary:** This committee cultivates interest in serving on the RCC Board of Directors so that a numerically sufficient, diverse, highly capable slate of candidates is available for election; they supervise the election of Board Members and Officers, provide for evaluation and assessment of Board effectiveness and coordinate Board orientation with staff.

### WORKGROUPS (developed as needed to meet agency goals and objectives)

**Diversity and Inclusion Workgroup Summary:** This group monitors and makes recommendations for the agency-wide goal of a culturally deferential, respectful, welcoming response to underserved victims/survivors of sexual assault in Dane County, a diverse and equitable workplace for all RCC employees and an inclusive and supportive environment for all staff, volunteers and clients.