

Move Through Life Inc

Board Charter

V3 updated 9 December 2010



Role of the Board

- The board has ultimate accountability and authority over the organisation
- It is responsible for governance of the organisation, that is, the arrangement for overall control and direction of the organisation
- The Board's mission is to optimise the organisation's performance and ensure compliance with legal requirements.

Responsibilities of the Board

- Planning – determine the organisation's mission and purpose, develop and approve strategic, business, marketing and operational plans
- Marketing
- Financial management
- Ensure the organisation meets its legal obligations
- Fundraising
- Advocacy, enhance the organisation's public image
- Human resources – appoint staff and develop HR policies, support the Artistic Director / General Manager and review his/her performance
- Confirm and monitor the organisation's programs and services
- Assess its own performance

Common Law Duties of the Board

- To exercise care and diligence
- To exercise powers in good faith in the best interests of the company and for a proper purpose
- To not make improper use of their position as a director to gain advantage for the director or for anyone else
- To not make improper use of information obtained as a director to gain an advantage for the director or anyone else
- To not delegate their discretionary powers to anyone else
- To avoid conflicts of interest

Board Members

Authority/Responsibility

The Board of Directors is the legal authority for Move Through Life Inc.

As a member of the Board, a Director acts in a position of trust for the community and is responsible for the effective governance of the organisation.

Qualifications/Skills:

Knowledge and skills in one or more areas of Board governance: policy, finance, programs, and/or personnel.

Responsibilities of Board Members'

- Attend and participate in all board meetings
- Read agenda, minutes and other documents before scheduled meetings
- Complete all tasks agreed to in board meetings to agreed timelines
- Accept special assignments
- Develop a thorough knowledge of the organisation
- Subscribe to and attend events
- Help secure support for the organisation, including financial support
- Serve as an advocate in the community, network to promote MTL and garner support

Membership of the Operational Committee

- Nominated by the membership at the AGM
- Members of the Board do not need to be members of Move Through Life Inc

Meetings

- Duration: three hours
- Frequency: six weekly
- Annual intensive planning session
- Agenda and board papers to be provided one week in advance

Term of Office

- Directors are elected by the members at the Annual General Meeting
- Term is two years
- Once term has expired, Directors can stand for re-election at the Annual General Meeting
- There is no limit to the number of terms for which a Director can be elected
- Members of the Board do not need to be members of Move Through Life Inc, although they are encouraged to take up membership to support the organisation

Review of Board Charter

The Board Charter is to be reviewed annually by the Board following the Annual General Meeting.