

Committee Name	Governance & Nominations
Mandate	The role of this committee is to make recommendations to the board about policies, procedures, structures and other matters which will support and improve the ability of the Board to exercise good governance and accountability, and assist the Executive Director in managing the operations of Volleyball Manitoba.
Key Duties	<ul style="list-style-type: none"> • Make recommendations to the Board concerning best practices of corporate governance and accountability. Review and/or develop Board policies and procedures to achieve good corporate governance. Advise the Board on governance issues that may come up from time to time; • Recommend Board committee structures including purposes and relationships to other committees and staff; • Develop tools to assess and enhance the performance of the Board and committees, which may include training opportunities; • Maintain board membership and tenure listing; • Review Board composition annually and develop recruitment strategies for the Board of Directors in accordance with VM By-laws; • Review the By-laws annually prior to the annual general meeting to see if any recommendations for change, including possible change to the Board itself, should be brought forward to the membership; • Develop and oversee processes to handle nominations and elections for the Annual General Meeting; • Ensure a process is in place to orient new Board members; • Perform such additional tasks as may be assigned to the Committee by the Board or the Executive Director.
Composition	The committee shall be composed of the Chairperson plus 1-2 volunteer members (at least one of which is a VM Board member) with organizational governance experience. Members with legal and governance background recommended. Staff Liaison: Executive Director
Authority	The Committee will make recommendations for input from the membership and approval of the Board of Directors. The committee can form working groups whenever necessary to facilitate the committee's work. The committee's plans (annual, quadrennial, etc) and the annual budget must be approved by the Executive Director.
Appointment / Term	With the exception of staff, the Board of Directors shall appoint the chairperson and the chairperson shall nominate all other committee members to be approved by the Board. Nominations from the volleyball community should be solicited. When approving the committee membership, the Board will consider the ability and experience of the candidate as well as the diverse nature of Volleyball Manitoba's membership, including gender and geographic location. Chair and Members of the Committee will serve terms of one year, and such term may be renewed to a maximum of six consecutive terms.
Meetings	The committee shall meet 2-3 times per year in person and as required by conference call, along with regular communications through email. Meetings will be called by the Chairperson or Executive Director.
Resources	The Committee will receive the necessary resources from Volleyball Manitoba, within budgetary limitations, to fulfill its mandate.
Reporting	The Committee Chair will provide a written report to the Board of Directors one week prior to each Board meeting. Recommendations may also be forwarded to the Executive Committee as required. The Committee will also provide a written report if applicable to the membership at the Annual General Meeting.
Approval	These Terms of Reference were approved by the Board of Directors of Volleyball Manitoba on November 21, 2017.
By-Laws	The provisions of sections 11.05 – 11.08 and 12 of the By-Laws will also apply.
Review	The Committee and the Board of Directors will review these terms periodically and at minimum annually at the first meeting following the Annual General Meeting, and will make changes if warranted.