

## **LuMinHoS Governance Committee Terms of Reference**

### **Purpose:**

1. The Governance Committee is committed to the vision, mission and values of LuMinHoS to present the comfort of Christ to all Lutheran patients admitted to Saskatoon hospitals.
2. The Governance Committee will assist the LuMinHoS Board of Directors in the development of pertinent policies and will strive to keep said policies current.
3. The Committee will also assist the Board in the facilitating of the Strategic Planning process.

### **Structure:**

1. The Governance Committee shall consist of up to six members, the majority of whom will be LuMinHoS Board members.
2. The Committee shall be appointed by the Board for two-year renewable terms.
3. The chair will be appointed by the Board upon recommendation of the Committee.

### **Responsibilities:**

The Governance Committee will be responsible for the following:

1. Work with the board and committees to develop policies, procedures and Terms of Reference for approval by the board;
2. The committee will ensure that all policy documents approved by the Board are kept in a Governance Manual readily available for use by board and committee members, staff and volunteers;
3. The development of a schedule for reviewing the contents of the Manual and recommending revisions to the committees for approval by the Board;
4. Work with the Board to advance the Strategic Planning process for LuMinHoS with regular planning sessions every four years, monitoring the plan at Board meetings and recommending adjustments when required.

### **Accountability:**

The Governance Committee shall be accountable and report to the Board.

### **Meetings:**

The Governance Committee shall normally meet four times a year.

Date(O) Sept 2019