



ALBUQUERQUE
COMMUNITY
FOUNDATION
trust • equity • integrity • accountability

Executive Committee Charter

Staff Liaison

Randy Royster, *President & CEO*

Responsibilities

Mission:

The Executive Committee (the “Committee”) oversees the priorities of the organization and monitors progress on a regular basis. The Committee, between meetings of the Board, may exercise all of the powers of the Board, except as stated in the bylaws.

Composition:

The Committee shall consist of the Chair, Chair-Elect, Secretary, Treasurer and, at the will of the Chair, one at large Trustee. The Committee is comprised of Trustees who are most familiar with the approaches and operations of the Foundation.

Duties:

- Perform a review and determine compensation for the President & CEO on an annual basis;
- Negotiate any employment agreement, or its modification, between the Foundation and the President & CEO;
- Meet, as necessary, between Board of Trustees’ meetings to discuss and resolve pressing matters;
- Perform an annual review and assessment of the annual performance of the Foundation relative to established goals; and
- Approve the annual bonus pool for Foundation staff, and the discretionary percentage available for distribution by the President & CEO.