



CYPB Committee Restructure

(Board approved 1/10/17; Aligns with Article IV of CYPB Bylaws, approved 7/10/17)

Role	Composition	Function
<p>Executive Committee (EC)</p> <p>Meets Bi-Monthly</p>	<p>. Board Chair . Treasurer . Secretary . Parliamentarian . Exec Director</p>	<p>Focus on meeting planning + chair 1 of three standing committees:</p> <ul style="list-style-type: none"> • CYPB Agenda Building • Ensure meeting/agenda continuity carrying action items/info forward from one meeting to the next • Cover as meeting leader in absence of board chair
<p>Governance Committee (GC)</p> <p>Meets Bi-Monthly</p>	<p>. Board Chair . Exec Director . Parliamentarian + 3-5 more</p>	<p>Focus on health and functioning of board:</p> <ul style="list-style-type: none"> • Nominating/recruiting • Orientation of new board members • Create/Maintain/Update board materials/manual • Evaluates board and Executive Director performance annually • Monitor By laws adherence and update needs
<p>Internal Affairs Committee (IAC)</p> <p>Meets Bi-Monthly</p>	<p>. Treasurer . Exec Director + 3-5 more</p>	<p>Focus on all internal + operational issues:</p> <ul style="list-style-type: none"> • Finance • Human Resources • Office Space + Meeting Space arrangements • Task Forces: Processes/Deliverables per plan, impact to budget, Human Resources and/or Space needs
<p>External Affairs Committee (EAC)</p> <p>Meets Bi-Monthly</p>	<p>. Secretary . Exec Director + 3-5 more</p>	<p>Focus on all external issues including:</p> <ul style="list-style-type: none"> • Outreach + Engagement with Children/Youth/Families • Connection to relevant Collaborative Networks • Website + Social Media Messaging • Public Relations: Posting meetings publicly, increasing public awareness of CYPB