

Committee Charges - 2022

Standing:

Audit Committee: reviews the annual audit prior to its presentation to the full Board, completes any necessary inquiries into discrepancies or questions, and reports their conclusions to the full Board.

Investment Committee: develops, and periodically reviews, a statement of philosophy for investing the assets of the Fund.

Nominating Committee: includes at least two members whose terms are not expiring at the next election, who shall recruit candidates to serve on the Board of Directors.

Special Committees and Task Forces: (need annual renewal):

Communications: Assists the Director of Communications and the board in developing and implementing our plan to be more visible to deacons and the church.

Emergency Grants: Assists the Grants Administrator to review all applications received for this program, and approves recommendations as deputized by the board.

Formation Grants: Assists the Grants Administrator to review all applications received for this program, and approves recommendations as deputized by the board.

History & Archives: collects, organizes, and preserves information related to the Fund since its inception.

Joint Development Task Force: Coordinates work of Development Consultant with AED to ~~create~~ *manage* a cooperative fundraising campaign which supports the diaconate in The Episcopal Church.

New Grants Task force: responsible for developing the guidelines and forms for any additional categories of grants.

Personnel: TBD.

Strategic Planning: responsible for an annual review of where the organization has been, and where it hopes to go.

Survey Task Force: responsible for developing a survey of our members regarding their needs and expectations, compiling the results, and reporting back to the Board at the Spring 2022 meeting.

Other:

AED liaison: Represents Fund at AED board meetings, transmits information about our actions, providing explanations as necessary; brings back reports, information, and questions from AED meetings to Fund.

Chaplain: organizes and leads worship whenever the board meets.

Pastoral Correspondent: represents the Fund by communicating with each new continuing grantee, and with all grantees at Christmas, birthday, and ordination anniversary.