



# VCPFA BOARD OF DIRECTORS' POLICY

No. 906

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## CHARTER, CHARITIES COMMITTEE

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### MISSION

Charity driven initiatives benefiting our communities are a primary mission of the VCPFA. Through supportive partnerships with established charitable organizations, sponsoring independent charity events, and direct contributions from our members; VCPFA Charities endeavors to promote an altruistic spirit of charitable and civic engagement among our membership and within the communities we serve.

### COMPOSITION AND ORGANIZATION

The Charities Committee shall be comprised of at least two members appointed by the VCPFA President, one of whom shall be the Vice President, Charities who shall also chair the committee. In accordance with the VCPFA Bylaws the President shall be an ex-officio member of the committee. The President should appoint a sufficient number of committee members to successfully accomplish the mission set forth in this charter.

Committee members shall be allowed to serve on the committee until such time that they voluntarily withdraw their name or when, for good cause, the President revokes an individual appointment to the committee.

Directors of the VCPFA are encouraged to recruit such general members who may have a skill, knowledge base or interest in fulfilling the mission of this committee. Such recruited members shall be presented for consideration by the President at duly noticed Board of Directors meeting.

A quorum shall exist when a majority of committee members are present at duly announced meeting.

### AUTHORITY AND RESPONSIBILITY

This committee is established as a standing committee through Board action in accordance with Article 5 Section 4 of the VCPFA Bylaws and thus is subordinate to the VCPFA Board of Directors.

The responsibilities of the Charities Committee shall be as follows:

- To promote and engender harmonious relationships within the communities served by VCPFA Firefighters, as well as support such activities that promote fraternity among other IAFF locals and civic groups.
- Participate in and/or sponsor charitable events that are necessary to advance the good cause of the Association.
- Carry on the fire service's proud and time-honored tradition of giving back to the communities served through volunteerism and monetary contributions to local and national charitable organizations.
- The establishment and enduring funding of such educational scholarships the VCPFA Board of Directors deems appropriate.
- Form such partnerships, alliances and coalitions necessary to strengthen the charitable arm of the Association while lending its talents and energies to outside organizations with a parallel mission.
- Advise the Board of Directors and recommend courses of action the Board may effect with regard to charity and community involvement.
- Husband the resources of the Association in a manner that maintains financial solvency so that the Association's charities program may endure in perpetuity.

**MEETINGS**

The Charities Committee shall meet as often as reasonably necessary to accomplish the mission and fulfill the responsibilities herein. Given the nature of the 56-hour shift work schedule of most VCPFA members the Chair of the Charities Committee may elect to hold committee meetings via teleconference, webinar or other practical means which affords at least quorum of committee members the opportunity to convene at a pre-arranged date and time.

As necessary, the committee will meet in a joint session with other committees regarding items of concern to both committees.

**COMMITTEE DOCUMENTATION**

The committee shall produce documents related to the conduct of its official business including but not limited to the following:

- Financial reports related to Charities fund expenditures
- Committee meeting minutes
- Amendments to this charter