

## **POLICY NO. 28 FINANCE COMMITTEE COMMUNITY MEMBER**

### **PURPOSE:**

The Board of Directors shall define the role and qualifications of a volunteer community member (delegate) to be appointed to participate as a voting member of the Finance Committee for the Mark Twain Health Care District.

### **POLICY:**

**Role:** As a voting member of the Finance Committee the community member shall collaborate and assist the MTHCD Finance Committee and staff with financial evaluations and decisions. The community member will require approval by the Board of Directors.

**Qualifications:** The Finance Committee community member must be a Calaveras County resident or willing to relocate to Calaveras County before assuming appointment. He/she must have a minimum of a BA degree, Masters preferred, in business, finance or an accounting related field; no current or potential conflicts of interest; be available to attend regular monthly meetings, relevant closed session meetings and special Finance Committee meetings; be able to work cohesively with a team; be computer literate and have extensive experience with accounting programs such as excel spreadsheets, QuickBooks, etc.; have smartphone capability and good written and verbal communication skills. The applicant will be required to sign a non-disclosure agreement regarding all discussions held in closed sessions.

**Recruitment:** The District shall advertise for this position through social media, newspaper ads, MTHCD website and through hiring internet and media connections. Resumes and references will be required and checked by District staff. The top candidates will be interviewed in-person by the Finance Committee. The Finance Committee will then nominate an applicant and submit the nomination to the full District Board for approval and appointment.

**Benefits:** This is not a paid position. No benefits will be offered. Reimbursement for District work related expenses will follow the Board reimbursement policy.

**Term Limit:** The community member will serve at the discretion of the Finance Committee after appointment by a majority vote of the Board of Directors. This position will have a 3-year term with option for re-appointed to a second term.

**Evaluation:** The community member will be evaluated annually by the MTHCD Finance Committee Chair and Executive Director.

**Removal of Appointee:** The appointed community member will serve at the pleasure of the District Board and may be removed at any time with or without cause by majority vote of the District Board.