

Tahoe Donner Association

General Manager Search & Selection Process Ad Hoc Advisory Committee Charter

Purpose

The purpose of this committee is to advise and assist the Tahoe Donner Board of Directors in establishing a search and selection process for a new General Manager in a manner supports (i) the Board being able to select the very best candidate from a well-qualified pool of candidates (ii) with due allowance for member input, and with member feedback, (iii) in a manner that balances the desire for open process with the concerns of candidates that current employment relationships not be put at risk.

Roles and Responsibility

This ad hoc committee's responsibility is to advise the Board. The Board will make decisions on the process with committees advise and input. The Board may seek input from the committee on any part of the process. Should a professional recruiter be retained, the role of the committee will be complimentary and supportive to the recruiter and shall not supplant to the work of the retained recruiter.

The committee will brainstorm on ways to involve members in the process and make recommendations on how best to solicit member input at key steps throughout the process and may participate in soliciting member input. The committee will also advise on how to conduct as open a process as feasible with due consideration to confidentiality as may be required to not compromise the candidate pool.

While the committee may advise on the process of recruiter selection, candidate review and finalist selection, the actual review of candidates and finalist selection is outside the scope of this charter.

Membership

The Board shall appoint up to 7 members of the Association at-large. The exact number will depend on the number and qualifications of committee applicants. Qualifications include:

- Experience as a recruiter for C-level positions OR experience in hiring executive staff as a CEO or board member
- Broad experience and involvement in multiple executive searches and/or hiring efforts
- Recommended: Executive search/selection experience for membership organizations

The Human Resources Committee of the Board shall serve as liaison to the ad hoc committee.

Meetings

This is an advisory committee that operates as a dynamic workgroup. Meetings may be held with either the full committee, or with any subgroup of the committee as germane to the topic-at-hand and corresponding expertise, without quorum or notice requirement. Irrespective of notice, meetings are open to members of the Association unless the topic-at-hand would explicitly qualifies for executive session before the Board. Meetings including a quorum of the Board will be noticed as a Board meeting.

Record Keeping

Minutes will be maintained and published in Board books, the same as standing committees.

Term

As an ad hoc committee, the term shall commence upon appointment of members and shall end upon selection of a General Manager.