



Committee Descriptions

Executive Committee

The Executive Committee coordinates the work of the board. It is chaired by the WVC Foundation (WVCF) President and is comprised of the officers of the foundation: President, Vice President, Secretary/Treasurer, Past President and (3) At-Large members. The committee meets monthly prior to the full board meeting to guide the strategic direction for the board. An authorized member of the committee reviews and authorizes payments of invoices in excess of \$5,000.00. The committee coordinates board development (i.e. recruitment, succession, etc.) per the board development procedure.

This committee meets on the 2nd Monday of each month at 4pm.

Budget & Finance Committee

The Budget and Finance Committee is responsible for monitoring the finances of the WVC Foundation and will make recommendations to the full board regarding financial matters. These include development and review of the annual unrestricted budget, review of investments, review of year-end accounting and preparation for the annual audit, scholarship and program allocations from endowment funds, development of gift acceptance policies, review of financial procedures, and guiding allocation of unrestricted gifts. The committee consists of a minimum of five members.

This committee meets on the 1st Monday of each month at 4pm.

Development Committee

The Development Committee will oversee the fundraising and marketing efforts of the WVC Foundation. Fundraising activities may include efforts to cultivate, solicit, and steward donors through appeals and events. Marketing activities focus on increasing community awareness and furthering the mission of the foundation. Subcommittees will be convened on an as-needed basis for the planning and execution of activities (e.g. events, campaigns, etc.). The committee will oversee the fundraising partnership with the Athletics Department.

This committee meets on the 2nd Monday of each month at noon.

Scholarship Committee

The Scholarship Committee provides oversight of the scholarship program in alignment with the foundation's mission and vision. The committee will develop and maintain goals and procedures for the scholarship program. Strategizing with staff, the committee will execute an equity-centered scholarship program. Committee members will act as volunteer scholarship application reviewers, as needed.

This committee will have business meetings on 10/4/21, 12/6/21, 1/3/22, and 6/6/22. Members will also be expected to attend training and serve as scholarship reviewers.