

## **Committees Required within AMF By Laws**

### **Executive Committee –**

Consisting of the Officers of the Corporation, at least four (4) in number but no more than six (6), to include at least the positions of: Chairperson, Vice Chairperson, and Treasurer, and up to three additional positions (within which the interim group has included the position of Secretary). (Each of those four positions is defined within the By Laws.) Nominees for those positions must be Directors, and election shall be by simple majority of the Board of Directors.

### **Nominating Committee –**

Consisting of at least four (4) members, including one appointment each made by:

- the Chair of Partners in Education (PIE);
- the Chair of School Improvement Committee (SIC); and
- the Principal of AMHS.

The Provisional Chairperson designated in the AMF's application for 501c3 status shall appoint at least one member.

### **Audit Committee –**

Appointed by the Board of Directors, with the responsibility to review annual and periodic financial statements, evaluate internal accounting controls, assure compliance by the Board of Directors, individually and as a whole, with Corporate Policies and ethical conduct. In addition, the Audit Committee may recommend that a formal audit be conducted and select a firm or individual to perform an independent audit.

## **A Few of the Additional Committees Identified**

### **Development Committee –**

*Purpose:*

Through sub-committees or independently, to plan and manage fundraising drives to be approved by the Board, including: (a) an annual giving fund campaign targeting all families of students of AMHS with the goal of creating the highest possible level of participation in a "school-wide" fundraising effort and (b) corporate giving and grants.

### **School Needs Committee –**

*Purpose:*

With input from the AMHS Principal, PIE, and SIC, this Committee shall assure the BoD is appropriately informed of funding needs that are of the highest priority for AMHS. It shall research, evaluate and present assessments of the costs, timing and other considerations that may affect the Board's consideration of how to allocate AMF funds.

### **Communications Committee –**

*Purpose:*

Through sub-committees or independently, to plan and manage the marketing and communications efforts approved by the Board, including outreach and special events.