



**CHARTER OF THE POLICY COMMITTEE  
DC RANCH ASSOCIATION  
(Policy 101)**

**Policy 301**

**Effective Date: August 4, 2018**

**Revised: June 1, 2020**

**Objective:** The purpose of the Policy Committee is to provide advice to the Board of Directors on all policy related matters.

**Policy Statement:** The Board of Directors will appoint and maintain a standing Policy Committee.

**Reporting Structure:** The Policy Committee reports directly to the Board of Directors.

**Composition:** The Committee shall be composed of three (3) to five (5) members. A minimum of two and a maximum three shall be sitting directors on the Board and one member will be the Executive Director. Past directors may also serve on this committee. The committee's chairperson shall be appointed by the Board of Directors.

The Board will review and approve the committee charter and membership annually (typically during the first or second Association board meeting after an election of directors).

**Member-Term:** The term is one-year. The Board shall appoint members of this committee on an annual basis at its June board meeting.

**Meeting Schedule:** The Committee shall meet as required to fulfill its responsibilities.

**Responsibilities:**

- Review all existing board policies on an annual basis and recommend changes as applicable as it relates to practical application, changes in legal requirements, etc.
- Assist the Board of Directors as requested to interpret policy language and intent.
- Develop new policies for Board consideration that address areas of governance and operations within the Board's purview and realm of responsibilities.

**Approved by the DC Ranch Association Board of Directors on June 1, 2020.**