League of NH Craftsmen
Advancement Committee Charter

Committee Name

Advancement Committee

Relationship with the Board of Trustees

The Advancement Committee is among the standing committees established through the Bylaws and shall not have the power or authority to act for the full Board. Meetings and actions of the Advancement Committee are governed by the same provisions of the Board Bylaws pertaining to meetings and actions by the Board.

Mission

The Advancement Committee is established to provide guidance, support, and strategic direction to advance the mission and goals of The League of NH Craftsmen. This committee is a committee of the Board of Directors and will work in collaboration with staff supporting advancement initiatives to enhance the organization's reputation, cultivate relationships, and secure resources necessary for continued success.

Committee Staff

The Executive Director and Associate Executive Director serve as staff liaisons on the Advancement Committee .

Committee Membership

Committee membership is restricted to current and past Directors, the Executive Director and Associate Executive Director, the Chair of the Board of Directors and the committee staff designees. Under special circumstances a former Director may be appointed to the committee by the board chair, with the approval of the Governance Committee chair.

Committee Size

The size of the Committee should be proportional to the size of the Board of Directors. Where appropriate, a small group is preferred.

Committee Meetings

The Advancement Committee shall meet at least three times each year prior to Board of Directors meetings held in January, May and October. Additional meetings shall be held to fulfill committee responsibilities as needed. Committee meetings are convened by the Advancement Committee Chair.

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Organization

Membership & Composition: The Advancement Committee shall consist of a Chair, a minimum of (3-5) members and staff designees. Committee members serve at the discretion of the Chair of the Board of Directors.

Appointment and Duties of Advancement Committee Chair: The Advancement Committee Chair is appointed by the Chair of the Board of Directors and shall be responsible for leading the committee, setting meeting agendas with the Executive Director, and serving as a liaison between the staff, the Board and fundraising consultants when applicable. The Advancement Committee Chair will ensure inclusive and balanced participation of committee members. The staff designee will serve as the primary point of contact to the committee.

Meetings/Agenda/Report: The Advancement Committee will meet prior to the fall and spring Board meetings, in advance of the day of giving, as well as prior to the close of the fiscal year to support the Executive Director and fundraising goals. Additional ad hoc meetings may also be held.. Staff Designees and the Committee Chair shall be responsible for establishing agendas for meetings. When possible, information of meeting content shall be sent in advance. Notes or summaries of meetings shall be prepared in draft form by the Staff Designee and reviewed by the Chair.

Decision-making: Advancement Committee will make recommendations to the full board of Trustees for key and essential decisions.

Review of Charter (annual): This charter shall be reviewed and reassessed by the Advancement Committee at least annually, and any proposed changes shall be submitted to the Board of Directors or approval.

Committee Responsibilities

- Strategic Planning: Monitor and Collaborate with the League's staff and Board of Directors to develop and implement a strategic advancement plan aligned with the organization's goals.
- Fundraising and Development: Monitor and assist as needed with developing comprehensive fundraising strategies for annual giving campaigns, day of giving, major gifts, planned giving, and special events.
- Provide strategic input on the overall direction of the advancement initiatives.
- Engage, cultivate and host potential donors, and sponsors in collaboration with the staff.
- Attend events/programming to strengthen connections with donors and key stakeholders
- Review and give feedback on marketing and communication strategy. Provide strategic input for marketing and communication strategies to enhance fundraising goals.
- Donor Cultivation: Identify and engage potential donors, cultivate relationships, and steward existing donors to secure financial support.

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- Evaluation and Reporting: Regularly evaluate the effectiveness of advancement efforts, track progress towards goals, and report to the Board of Directors on the committee's activities and outcomes.
- Advance the mission: Support the League's mission, vision, and values, and work towards achieving its strategic goals.

Indemnification

The League shall indemnify and hold each member of the Committee harmless from and against any and all expenses and liabilities arising out of membership on the Committee (including reasonable attorneys' fees and disbursements), excepting only expenses and liabilities arising out of such member's own willful misconduct or gross negligence, to the full extent provided by law and the Bylaws. The League shall maintain fiduciary liability insurance for the benefit of the members of the Committee. The provisions of this subsection shall survive the termination of the Committee and the resignation or removal of the Committee member who is entitled to the indemnity.

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