



European Suzuki Association

Policy for Governance Committee

Adopted by the ESA Board of Directors 29 April 2021

1. PURPOSE

The purpose of the Governance Committee is to ensure that there is an effective process for evaluating the performance of the ESA Board, Board Sub-Committees and procedures and to ensure that the Board fulfils its legal, ethical, and functional responsibilities.

Roles and responsibilities of the Members of this Committee are set out in a separate document.

2. APPOINTMENT AND MEMBERS

- a. The ESA Board of Directors can appoint members to the Governance Committee for a three-year term of office with the option of renewal.
- b. Appointments are taken during the ESA Board meetings by a majority of votes.
- c. The Governance Committee nominates a Chairperson who acts as liaison between the Committee and the ESA Board of Directors.
- d. Members of the Committee can be any ESA affiliated person or, if needed, any person offering specific skills to a specific task to be completed.
- e. Decisions of the Governance Committee are taken by a majority vote, with the Chairperson having the casting vote.

3. RESPONSIBILITIES

- a. Review the organisation's governance matters and make recommendations to the ESA Board.
- b. Develop and review policies.
- c. Develop and review procedures e.g. Teacher Trainer and Instructor Appointments
- d. Review Membership Fees and the expenditure of the organization regularly and report to the ESA Board
- e. Review the performance of the Officers and employees of the organisation.

4. TERMS OF REFERENCE

- a. The Governance Committee will be assigned specific tasks by the ESA Board of Directors. A report will be submitted by the Committee to the Annual Board Meeting or otherwise as desired by the ESA Board of Directors.
- b. The Governance Committee may also assign specific tasks by itself within its area of responsibilities laid out above and submit proposals to the ESA Board of Directors.