



## HR & Compensation Committee

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As per Club Bylaws & Policies, the standing HR and Compensation Committee is responsible to oversee HR and Compensation related items for the staff employed by the Club.

	<p><b>JAMES FRANCOLINI</b> CHAIR Chair since 2022-23 <a href="#">Contact James</a></p>	<p><b>COMMITTEE MEMBERS</b> James Francolini (Chair) Helen Stephenson Greg Irwin Richard Burton Shari Angle</p>
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### 2023-24 Terms of Reference

The Human Resources and Compensation Committee is accountable to ensure that policies, organization structure and procedures are in place so that each employee/agent of the Club has a clear understanding of job responsibilities, is trained, is given performance feedback and is paid competitive compensation. In addition, the committee is accountable to ensure there are plans in place for succession for key positions.

The Committee is chaired by the President and includes the Treasurer as a permanent member as well as three (3) other members as approved by the Board from time to time and may include representatives from the membership at large of the Club.

The Human Resources and Compensation Committee is responsible for the following:

- Establishing a job description for the General Manager and establishing performance targets for each year.
- Conducting an annual evaluation to the General Manager with input from the Board and others as deemed appropriate by the Committee. The completed evaluation shall be reported to the Board in confidence.
- Reviewing the evaluations of other Club employees as completed by the General Manager and his/her staff.
- Recommending to the Board the annual compensation package for the General Manager and for reviewing and approving the compensation package of other Club employees as recommended by the General Manager.
- Establishing a succession plan for the General Manager in collaboration with the General Manager.
- Serving as a search committee to replace the General Manager and recommending the final candidate to the Board for approval.