



## **VAIL VALLEY FOUNDATION**

Events Committee Charter

October 20, 2017

### **Vail Valley Foundation Mission**

To enhance and sustain the quality of life in the Vail Valley through leadership in the arts, education and athletics.

### **Committee Purpose**

To provide support, guidance and oversight for the operations, sales and marketing teams specific to existing athletic and active entertainment projects, as well as evaluate and guide conceptual design for possible new projects or events across the VVF mission.

### **Committee Structure**

The Events Committee is a committee of the Vail Valley Foundation Board of Directors. It shall consist of a chair selected by the Chair of the Board or the Executive Committee; a vice chair recommended by the committee chair and approved by the Executive Committee; and committee members recommended by the Nominating Committee (working in conjunction with the committee chair) and approved by the Executive Committee. Members of this committee may include Board and Non-Board members, except the chair and vice chair shall be directors (but not Community Members) of the Board. The size is determined by the committee chair but generally, it should include at least four members in addition to the chair, and no more than 12 members. The committee chair will serve a term of four years with a one-time, four-year extension by approval of the Executive Committee. Members shall serve a term of four years with unlimited extensions. This committee will make best efforts to meet four times per year but not less than three. The committee chair will provide a short report of committee work and outcomes at the Board meetings in July and December.

### **Committee Authority and Chair Responsibilities**

The Events Committee has the authority to provide guidance and direction, and where appropriate or requested by the President, decision making for VVF staff. The committee chair shall be responsible for succession planning to ensure qualified leadership and active committee members in the future. When in question, it will be the responsibility of the committee chair to: a) determine if proposed action(s) of the committee require Executive Committee and/or Board approval; and b) to work with the President and Chair of the Board to follow through on presenting such items for approval to the Executive Committee and/or Board. The committee chair has the authority to create subcommittees or ad hoc committees of any size or duration, which shall not require a charter, and select the members of such committee(s).

### **Committee Duties and Responsibilities**

- Provide ongoing direction to VVF staff regarding financial expectations for annual VVF events.
- Annually review existing events to ensure: a) experience is kept at highest level of excellence; b) events are kept new and fresh; and c) events continue to align with the needs of our community, key stakeholders and evolving Vail Valley demographics.
- Assist and guide VVF staff with new, annual event concepts that have potential for long-term operational and financial stability, and align with the VVF Mission, and economic and quality of life expectations in the community.



**Staff Liaison**

Dave Dressman

**Charter Review**

The Events Committee will review, assess, and if needed, update this charter every two years. Any changes shall be reviewed by the Board Excellence Committee and approved by the Executive Committee.