



**VAIL VALLEY FOUNDATION**  
Vail Dance Festival 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 support the long-term financial and operational sustainability of the Vail Dance Festival as one of the best festivals of its kind in the industry. Actively support the annual Festival through ambassadorship, fundraising support and guidance to VVF staff and the event artistic director specific to sales, marketing, donor programs and packages, ticket revenue, programming, ancillary events and budgeting.

**Committee Structure**

The Vail Dance Festival is a committee of the Vail Valley Foundation Board of Directors. It will 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. The committee chair shall be responsible for committee succession planning to ensure qualified leadership and active committee members in the future. Members of this committee may include Board and Non-Board members. 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**

The Vail Dance Festival 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).

**Duties and Responsibilities of Committee/Members**

- Attend meetings in person or by phone whenever possible.
- Act as ambassadors for the festival by spreading the word throughout the dance and general community.
- Support Festival fundraising efforts and provide individual support for the Festival.



- Provide feedback and ideas to Vail Dance Festival operational, development and marketing staff on ways to improve the Festival experience, increase attendance and meet financial goals.
- Provide continuity, succession planning and overall strategic support.
- Respect that certain deliberations and documents shared with committee members may be deemed confidential and not be shared with the general public.

### **Staff Liaisons**

Martha Brassel and Martin Nieves

### **Charter Review**

The Vail Dance Festival 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.