



Beaumont Soccer Association

B006- Committee Mandates

Adoption Date: January 18, 2024

Revision No: 1

Policy Type				
Administrative	Board	Financial	HR	Technical

1. Definitions

- 1.1. **'Committee'** groups of BSA Board Members or volunteers that come together for a common purpose. The committee can be a standing committee or ad hoc depending on the need.
- 1.2. **'Standing committee'** a committee that exists from one AGM to the next.
- 1.3. **'Ad hoc committee'** based on a specific project or need.

2. Policy

The following committees are all considered standing committees:

- 2.1. Executive Committee: consists of the President, Vice President, Secretary and Treasurer who are tasked with ensuring Board operations are being maintained.
- 2.2. Team Formation Committee: a group of Board Members assigned to an age group at random to create teams based off the provided BSA team building matrix.
- 2.3. Capital Spending Committee: a group of Board Members, including the Treasurer and at least one (1) other Executive Member, who meet to discuss the financial needs of BSA.
- 2.4. Governance Committee: a group of Board Members, including at least one (1) Executive Member, that review and update policies that oversee BSA's operations.
- 2.5. Technical Committee: a group of Board Members, including the Technical Director, who meet to strategize and plan technical sessions for BSA athletes.
- 2.6. Tournament Committee: a group of Board Members who will collaborate to facilitate tournaments hosted by BSA.
- 2.7. Fundraising & Sponsorships Committee: Board Members, including the Treasurer will meet to plan and organize fundraisers. The committee will also help seek out community sponsorship.

The Vice President, Secretary and Treasurer should participate in committees, with the President providing guidance to all committees. Committees can decide to meet virtually, or in person to meet the needs of said committee. Committees plan, and then present information at monthly Board Meetings for discussion and voting.

3. Change Control

Change Description	Approved on Date
New policy	