

Central Valley Farmland Trust

Committee Descriptions

Board Development Committee

The purpose of the Board Development committee is to oversee the recruitment and onboarding of potential new board and committee members. Committee members are expected to take an active role in networking and promoting opportunities available with CVFT committees to individuals who may be qualified and interested in getting involved. The ideal committee member is one who has strong relationships with a wide variety of individuals and a passion for recruitment. The committee is responsible for: vetting candidates for board and committee seats; recruitment of directors and committee members; nomination of directors; and orientation, training, evaluation, and recognition of board and committee members. This committee meets via bi-monthly conference calls.

Budget, Finance, and Risk Management Committee

The Budget, Finance, and Risk Management committee is responsible for oversight of CVFT's financial affairs. The ideal committee member will have a high level of attention to detail, interest or a background in finance, and the ability to envision CVFT's perpetual financial future. The committee is charged with: regularly reviewing financial records and reports to ensure the appropriateness and accuracy of the reports and items contained within; providing initial review and commentary on a staff-created annual budget; advising the Board on prudent investment strategies in managing several million dollars of restricted invested funds; and developing fiscal and monetary policies, procedures, and internal controls to ensure CVFT's financial integrity and ability to steward easements in perpetuity. This committee meets via bi-monthly conference calls.

Events Committee

The events committee is convened as needed for significant fundraising events. The committee is responsible for providing high-level guidance to staff on evaluating potential fundraising events, planning and organizing selected events, and ensuring events meet their fundraising and friendraising goals. Committee members are expected to assist with seeking raffle prizes and other auction items, including experiences; creating invitation lists and personally inviting guests to events; seeking corporate event sponsorships; assisting with at-event logistics such as set-up and tear-down as needed; and networking with event attendees. The ideal committee member has strong relationships with a wide variety of people, is detail oriented, and likes to do hand-on work at events. This committee meets as needed depending on the annual event schedule; members are also expected to attend events.

Growth and Education Committee

The growth and education committee is charged with overseeing organizational growth and raising awareness of CVFT's conservation and education efforts. The committee oversees fund development, communications, and education programs. Committee members are expected to leverage existing relationships with key donors and sponsors; assist staff in identifying and cultivating new potential sponsors and donors; evaluate potential educational programs; steward and spread awareness of our planned giving

program; assist staff in submitting grant applications as needed; evaluate communications programs; participate in communications pieces, such as being interviewed on-camera for promotional videos and recruiting others to appear in videos; and assist in sharing communications via email, social media, and in person. The ideal committee member is deeply passionate about farmland protection, has relationships with a wide variety of people both inside and outside the agriculture community, and enjoys spreading the word about CVFT's mission in every manner possible. This committee meets bi-monthly via conference calls.

Transactions, Stewardship, and Monitoring Committee

The transactions, stewardship, and monitoring committee is the heart of our farmland conservation efforts. This committee oversees all aspects of placing and stewarding agricultural conservation easements. The ideal committee member has a background in agriculture, law, real estate and/or easements, a high level of attention to detail, and a deep-rooted passion for farmland conservation. Committee members are expected to assist staff in evaluating and approving potential new easements; assist staff and consultants in site inspections when placing and monitoring easements; and provide guidance and oversight to staff and consultants throughout the 2-year process of placing an easement. This committee meets bi-monthly via conference calls; members are also expected to dedicate a few days per year to conducting site inspections throughout our service area.

Executive Committee

The executive committee is comprised of the officers (President, Vice President, Secretary, and Treasurer). The committee meets monthly, acting on behalf of the board as needed in months without board meetings. The committee supervises the Executive Director; reviews all financials and board meeting agendas; approves potential new board members after evaluation by the board development committee; acts on human resource matters; annually reviews all corporate governance policies and procedures; reviews major actions by other committees prior to board approval; and takes other executive actions as needed.