

***Item 3.1.1***  
*Revised*

***FOR ACTION***

***Review of Board Committee Structure  
presented to the Board of Governors  
at it's meeting of September 29, 2000***

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***RATIONALE:***

The Board last reviewed its committee structure in 1987, and subsequently each committee conducted formal reviews of the respective terms of reference which were approved by the Board during 1991-92. A number of revisions to the terms of reference of individual committees have occurred since that time. It has been suggested that it is timely to conduct a review of the existing committee structure in order to ensure that the Board and all committees function in the most effective and efficient manner. The review should also examine the need for existing committees and whether there is a need for any additional standing committees. It is recommended that an ad-hoc committee be established to review the present committee structure and to make recommendations to the Executive Committee.

At the Executive Committee meeting held on September 11, 2000, members reviewed the draft terms of reference and membership for the establishment of an ad hoc committee to review the structure of Board committees, to examine the need for existing committees, and to propose the creation of new standing committees if required.

***PROPOSED RESOLUTION,***

That we approve the establishment of an ad hoc committee to review the Board committee structure with the following terms of reference and membership as recommended by the Executive Committee.

**Terms of Reference**

1. To review the present committee structure of the Board and to make recommendations on any change, including the number of committees, composition and terms of reference of existing or any proposed new committees.
2. To review existing Board by-laws as they pertain to procedures or process for Board Committees.
3. To present its report and recommendations to the Executive Committee of the Board by January 9, 2001.

**Membership**

1. Three members of the Board named by the Board on recommendation by The Executive Committee
2. Ex-officio members  
Board Chair  
President
3. Board secretary as non-voting member

***AND FURTHER THAT,***

**That Ron Purcell, Maureen Lacroix and Carolyn Sinclair be named to the proposed committee.**

***AND THAT,***

**The ad hoc committee be given the power to add additional members as required.**

Approved by the Board of Governors  
at its meeting of September 29, 2000