Membership Committee Charter

Membership Committee Purpose
The Membership Committee (the “committee”) supports the work of the National Health Council by developing criteria for membership in accordance with the bylaws, reviewing membership applications, and setting standards of organizational management and governance for voluntary health agency members.

Membership
The committee shall be composed of the Chairperson, the Secretary, and other members designated by the Board. The membership of the committee shall reflect the diversity of the Council’s member organizations.

Authority and Responsibilities
The Board grants the committee authority and responsibility to:

1. Review membership applications and make recommendations for membership to the Board of Directors.
2. Develop criteria for NHC membership for approval by the Board of Directors.
3. Provide input into the development and implementation of membership recruitment and retention strategies.
4. Participate in the development of the strategic plan for membership.
5. Evaluate the dues structure and enforce appropriate standards for timely payment of membership dues.
6. Oversee the NHC Standards of Excellence Certification Program® for Voluntary Health Agency members.

Operations of the Committee
The committee chair shall preside at all meetings. Meetings may be in person or telephonic, and the chair shall present the committee’s decisions to the Board. The committee shall meet four times a year and more often as needed. A quorum shall consist of a majority of the committee members. Minutes and/or a memorandum summarizing the discussion and decisions taken at each committee meeting shall be filed with the corporate records.