**MUSTER FIELD FARM MUSEUM AND MATTHEW HARVEY HOMESTEAD**

**Governance Committee Charter**

***Authority and Responsibilities***

* Oversees how the Board manages itself and ensures that the Board is performing at optimal levels and engaging and involving its members.
* Reviews the organization’s governing documents, periodically and as necessary, and makes recommendations for appropriate updates and modifications for consideration by the Board.
* Manages for Board action the recruitment and nomination of new members to the Board, including assessment of desired skills and qualifications.
* Participates with the current Board Chair and management in the recommendation of nominees for the incoming Board Chair and other officer positions.
* Guides the planning process for leadership succession on the Board and in management.
* Monitors compliance with the organization’s governing documents with particular attention to its Mission Statement, and applicable law, including nonprofit governance, conflicts of interest, and pecuniary benefit transaction statutes and regulations, and provides guidance to the Board accordingly.
* Serves as a resource to management in connection with management recommendations regarding disclosures, policies, ethical considerations, and the functioning relationship between management, staff, and the Board.
* Conducts an annual review and assessment of the administrative manager’s performance, provides guidance as appropriate, and makes recommendation to the Board relative to her/his compensation and benefits.
* Addresses any other matters that may be delegated to the Committee by the Board.
* Updates and amends the Committee’s Charter upon advice and consent of the Board as may prove necessary or appropriate.