



Verone, Age 8

Donald H. Chisholm Planned Giving Council Membership Guidelines

PURPOSE - In cooperation with the Department of Philanthropy:

- Enhance visibility and advocacy of the Hospital in our community and region.
- Serve as guest authors for gift planning articles in Hospital publications.
- Serve as guest speakers for Hospital estate planning seminars and Planned Giving Council meetings.

MEMBERSHIP - New members can be recommended by Council members at any time and approved by the Executive Committee of the Council.

A. Composition - The Council will be comprised of a minimum of 50 members including the Executive Committee and a liaison to the Foundation and Hospital Boards. Members may be from the Kansas City area and the surrounding region the Hospital serves.

B. Selection - Names and qualifications of candidates for membership may be submitted to the Children's Mercy gift planning team at any time. Candidates will be presented on a monthly basis and voted on by Executive Committee. If candidate is accepted, they will be announced through Council correspondence and/or at the annual member meeting.

C. Term of Membership - The term of service for members is ongoing and may conclude at the member's request.

D. Meetings - The Council will hold (2) meetings a year and occasionally add special events as determined by the Executive Committee.

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E. Emeritus Membership - A former Council member who has retired and served ten or more years of membership, may be granted Emeritus status by the Executive Council. An Emeritus member has all the rights and privileges of membership, except the right to vote, hold office, or serve on a committee of the Council.

EXECUTIVE COMMITTEE - There will be an Executive Committee (E.C.) of the Donald H. Chisholm Planned Giving Council with oversight of the Council.

A. Composition - The E.C. will have a minimum of five Council members.

B. Election – New candidates may be recommended at any time by Council membership and/or current E.C. members, elected by an E.C. Quorum, and announced through Council correspondence and/or at the annual member meeting.

C. Term - The term of service on the E.C. consists of a three (3) year term, which can be followed by subsequent three (3) year terms, at the discretion of the Committee member. Should a vacancy arise, a new appointment is to be made at that time. Recommended maximum term of service on the Executive Committee is nine (9) years.

D. Officers - There shall be three officers: Chair, Vice Chair, and Secretary, each serving a one (1) year term (July-June). At end of terms, the Vice Chair will become Chair and a new Vice Chair will be nominated and voted on by the E.C. (In the interim, the Director of Gift Planning will serve as Vice Chair). The Secretary will be a member of the Department of Philanthropy, as appointed by the Chief Development Officer.

E. Meetings – There will be quarterly meetings of the E.C. which may be held remotely or in-person.

F. Quorum - The presence of a majority of the E.C. shall constitute a quorum for the transaction of business.

G. Annual Report - The E.C. Secretary will annually report out updates from the Gift Planning Council regarding policies, funds raised and disbursed, and activities to the Chief Development Officer. Additionally, the Secretary works with E.C. Chair in crafting a similar annual report for Council membership.

MEMBER ROLES

EXECUTIVE COMMITTEE

- Attend all Executive Committee and Council meetings (unforeseen circumstances or conflicts to be communicated in advance with E.C. Secretary).
- Recruitment of Council and Executive Committee members
- Assist philanthropy staff in identifying, educating, and as appropriate, meeting with gift planning prospects.
- Act as a general advocate in the community and share expertise of various gift planning instruments with the membership and Hospital staff.

MEMBERSHIP

- Active membership constitutes attending a minimum of (1) event per year and participating in sub-committees as appropriate.
- Act as a general advocate on behalf of Hospital in the community and promote charitable gift arrangements with their clients.
- Assist Hospital gift officer/advisors with gift requests including, as appropriate, phone calls, letters, and personal visits.

EMERITUS

- Recognition as an Emeritus member of the Council in publications as appropriate.
- Invitation to Council programs and special events.