

KIAWAH ISLAND  
**COMMUNITY**  
ASSOCIATION

KICA COMMITTEE

# Board Outreach and Education Committee Charter

## **Goal**

To encourage potential KICA Board candidates to run, to respond to questions those candidates may have, to assist in the collection of information from candidates and to provide the means to disseminate that information to all KICA members. As part of these activities, no member of the Committee shall publicly endorse any candidate, and the Committee will not vet nor make any candidate recommendations to KICA members.

## **Committee Membership**

The Committee will have seven (7) members. The Chair of the Committee shall be a current KICA Board member selected by the KICA Board. The six (6) remaining Committee members shall have terms of two (2) years and their terms staggered so that two (2) members rotate off the Committee each year. The Committee members in each term shall preferably include a former Board member and KICA member who has never been a Board member. The Committee will request volunteers from the entire KICA membership to be on the Committee. The Chair of the Committee will review the applicants and select the new members for the Committee for that year. The selected Committee members should represent as many demographic facets as possible of KICA members.

## **KICA Board/Committee Interface**

The Committee shall report to the KICA Board and shortly after the Board election will provide a written “lessons learned” presentation that can be used by future Committees in an effort to establish best practices.



## **KICA Staff/Committee Interface**

KICA staff will assist in the information collection and dissemination function of the Committee. The KICA COO will act as a liaison between the Committee and KICA staff.

## **Outreach Activities**

After the KICA Annual Meeting, the Committee will review past best practices and determine how best to reach out to KICA members to solicit Board candidates. It will then carry out those efforts. The Committee shall have at least one information session open to all KICA members – in person and remotely – to provide information on Board service and the election process, and to answer questions. The Committee will develop a timeline for the process which strives to maximize KICA member participation, both for candidates running and members voting.

## **Information Collection/Dissemination**

The Committee and KICA staff will obtain and post on the KICA website a statement from each candidate responding to questions presented to all candidates. The Committee will require each candidate to respond to the following question with the understanding the question and answer will be provided to all KICA members: “Have you been convicted of a felony within the past ten (10) years?” The Committee and KICA staff will obtain and post on the KICA website a candidate video statement in which each candidate responds to questions presented to all candidates, although the questions in the statement and the video do not need to be the same. The Committee will also host a question and answer session after the statements and videos are posted, but before voting begins, with all the candidates where KICA members can participate in person or via livestream (with opportunity to provide questions) and the session will be recorded and available to view by KICA members after the event. The question and answer session will be moderated by someone selected by the Committee who is not a staff member, current KICA Board member or current Committee member.

