

Adopted on: 9.12.22

Resolve New England, Inc. Standing Committee Descriptions

1. Finance Committee

Composition – The Finance Committee shall consist of a minimum of three (3) members and shall be chaired by the Treasurer of the Resolve New England (“RNE”) Board of Directors (collectively the “Board” and individually “Director”). Members of the Finance Committee may include non-Directors, including RNE’s Executive Director.

Duties – The Finance Committee shall be responsible for development of sound financial plans for adoption by RNE’s Board, as well as generally supervising the financial affairs of RNE. To the extent a review report or annual audit examination is required under Massachusetts law, the Finance Committee shall recommend to the Board the independent public accountant to be retained to conduct the examination.

The Committee shall (a) review RNE’s projected financial requirements; (b) prepare and recommend the adoption of the annual budget; (c) maintain controls over expenditures through evaluation of periodic management and financial reports of RNE; (d) develop financial policies and plans for RNE (e) report the financial position of RNE to the Board at each regular meeting of the Board; (f) ensure that RNE’s annual state and federal financial reports, including the IRS Form 990, are reviewed by the Board prior to filing, and (g) carry out such other tasks as the Board may specified.

2. Governance Committee

Composition – The Governance Committee shall consist of a minimum of three (3) members, all of whom shall be Directors, and shall be chaired by the Vice President of RNE’s Board. The Governance Committee shall invite RNE’s Executive Director as a guest of the Committee for all the Committee meetings.

Duties – The Governance Committee shall be responsible for the development of sound policies, procedures and Board practices to ensure the Board exercises its fiduciary oversight of RNE in a manner consistent with applicable state and federal law, regulatory requirements, and best practices in the field. The Governance Committee shall be responsible for ongoing Board education about such laws, regulations and best practices. The Governance Committee

shall also be responsible for the Organization's Conflict of Interest Annual Disclosure process and By-law adherence.

3. Nominating Committee

Composition – The Nominating Committee shall consist of a minimum of three (3) members, all of whom shall be Directors. The members shall include the immediate-past President, as well as the current President and Vice President. The Nominating Committee shall invite RNE's Executive Director or others as guests of the Committee to assist with its work. The Nominating Committee shall be chaired by the immediate Past President, or if the Immediate Past President is unable to serve, the current President of the Board.

Duties – The Nominating Committee shall identify and recruit potential candidates for the Board, Officers, and Committees and maintain a list of suitable candidates in preparation for the annual election or to fill open seats which might occur throughout the year. The Nominating Committee shall be guided by the Board qualification policy stated in Article IV Section 3 of the By-laws/adopted by the Board. The Nominating Committee shall create and ensure a process for orienting new Directors onto the Board, as well as a process for Directors transitioning off the Board, and periodically review, and update as needed, the procedures. The Nominating Committee is advisory to the Board and has no authority to make commitments on RNE's behalf.

4. Development Committee

Composition – The Development Committee shall consist of a minimum of three (3) members and shall be chaired by a Director. Members of the Development Committee may include non-Board members, including RNE's Executive Director and/or other RNE staff whom the Committee believes will assist in its work.

Duties – Assist the Executive Director with fundraising for the organization, including developing new leads, assist in the implementation of best fundraising practices, meeting with donors to cultivate ongoing relationships, and additional needs identified by the Executive Director.

5. Marketing Committee

Composition – The Marketing Committee shall consist of a minimum of three (3) members and shall be chaired by a Director. Members of the Marketing Committee may include non-Board members, including RNE's Executive

Director and/or other RNE staff whom the Committee believes will assist in its work.

Duties - Help market RNE to key constituencies, particularly promoting programming such as the Footsteps for Family Building Walk, Annual Conference, Peer Support Groups, etc., as well as positioning RNE as a thought-leader on fertility related issues.

6. Advocacy Committee

Composition – The Advocacy Committee shall consist of a minimum of three (3) members and shall be chaired by a Director. Members of the Advocacy Committee may include non-Board members, including RNE’s Executive Director and/or other RNE staff whom the Committee believes will assist in its work. The Committee should strive to have representation among its members from all New England states.

Duties – Work collaboratively with RNE staff to determine annual or ongoing organization priorities to promote the interests of persons facing fertility and family building challenges and develop and implement strategies to achieve those interests. The Advocacy Committee’s work shall include, but is not limited to, systems advocacy in collaboration with partner organizations as appropriate, through legislation and policy development in New England States, and creating educational materials to assist prospective parents with self-advocacy with medical providers, adoption agencies, third-party reproduction agencies, health insurance plans, and other family building professionals.