

**Chicago Botanic Garden
Committee Mission Statements
November 21, 2013**

STANDING COMMITTEES OF THE BOARD

Executive Committee

The Executive Committee oversees the effective operations of the Board and may act on behalf of the Board should a situation demanding attention occur between Board meetings. The Executive Committee is composed of the Board chair, secretary, immediate past chair, vice chairs, and committee chairs, and may also include Board members at large.

Audit Committee

The Audit Committee assists the Board in fulfilling its oversight responsibilities with respect to the integrity of the Garden's financial statements and financial reporting processes. Additional duties include oversight of the following: the system of internal controls and procedures designed to promote compliance with financial accounting standards and applicable laws and regulatory requirements; the annual independent audit of financial statements; the engagement of the independent auditors and the evaluation of their qualifications, independence, and performance; and the evaluation of management's processes for assessing and managing exposure to enterprise risks, including the identification of major risk exposures and the steps management has taken to monitor and control these exposures. The Audit Committee has adopted an extensive charter, which is available upon request.

Finance and Investment Committee

The Finance and Investment Committee is responsible for ensuring that the organization remains in excellent fiscal health. The Committee provides the Board with recommendations related to the Society's annual budget and its implementation, as well as input to develop future projections. In support of the Audit Committee, the Finance and Investment Committee ensures that the Society is in compliance with federal, state, county and financial institution requirements related to its finances. It is responsible for ensuring that the organization has appropriate internal controls, and conducts proper financial analyses of its operating and capital budgets and endowment projections. The Committee recommends policies to the Board to safeguard the Society's assets, reviews financial records for completeness and accuracy, oversees proper use of resources, and reports any concerns to the Board.

The Finance and Investment Committee is also responsible for the development, implementation and oversight of the Society's investment policies and practices as articulated in the Society's Investment Policy Statement (the "IPS") to achieve the Society's objectives, subject to approval by the Board. The Committee determines an asset allocation strategy for the Society's investment portfolio based on the organization's short- and long-term needs and risk tolerance, and monitors the management of the portfolio for compliance with the IPS and for meeting the Society's performance objectives over time, and recommends any changes that may need to be made. The Committee also oversees the duties and performance of the outsourced Chief Investment Officer. The Committee is responsible

for the quarterly reporting of investment performance for its own use in its oversight role, as well as for periodic reporting to the Board.

The Finance and Investment Committee has adopted an extensive charter, which is available upon request.

Nominating and Governance Committee

The Nominating and Governance Committee is responsible for making nominations of directors to the Board and presenting these recommendations to the Executive Committee and Board of Directors for election. The committee is also charged with ensuring effective board processes, structures, and roles, including retreat planning and board evaluation.

PROGRAM COMMITTEES

Building, Gardens, and Visitor Experience Committee

The Buildings, Gardens, and Visitor Experience Committee is responsible for maintaining the Garden's aesthetic standards, reviewing major design changes to the campus, and identifying the impact changes to the Garden may have on the Garden's approximately one million annual visitors. This committee's purview includes the following: buildings, gardens, bridges, sculpture, roads, paths, parking lots, native areas, signs, vehicles, visitor programs, and the Garden's efforts to eliminate waste in its use of energy, water, and chemicals. The committee reviews design plans for on- and off-site building and garden projects, and is responsible for setting and implementing the fine arts policy. The committee reviews the curatorial practices and maintenance of the Garden's living collection of plants. In addition, the committee reviews nominations and coordinates with the Conservation Science Committee to recommend the recipient(s) of the Hutchinson Medal and the Chicago Horticultural Society (CHS) Medal and determines which flower shows will have the opportunity to award the CHS Flower Show medals.

Government Affairs Committee

The Government Affairs Committee is responsible for working with and supporting the Garden's Government Affairs department in educating and stewarding the Garden's relationships with elected officials, staff and agency personnel at all levels of government. The Committee focuses on ways to heighten the Garden's profile with decision makers, maintain current funding sources while at the same time look for additional funding opportunities.

Science and Education Committee

The mission of the Science and Education Committee is to support and guide the Garden's research, science education, community service, and youth and adult training programs. Chicago Botanic Garden programs are distinguished internationally for their scope and depth, and for engaging with critical issues that impact the health of nature and humans alike. Garden programs encompass plant science research, conservation, seed-banking, internships, university-partnered graduate degree programs, urban jobs training and food production, horticultural therapy, and a noted library collection. They also include, as part of the continuum of education and training, nationally recognized certificate programs for adults, college-credit programs for people of all ages and backgrounds, and innovative, best-

practice programs for the school community. In addition to supporting and guiding this work, the Committee reviews nominations and coordinates with the Buildings, Gardens, and Visitor Experience Committee to recommend the recipient of the Hutchinson Medal.

Personnel and Compensation Committee

The Personnel and Compensation Committee’s mission is to identify and promote beneficial personnel services and resources for the Garden’s staff. Its primary annual obligation is to administer the compensation and benefits of the executive officers and to oversee and approve the organization’s compensation and benefit policies and practices consistent with the Garden’s values, applicable legal and regulatory requirements, and competitive market comparisons. The committee is responsible for overseeing the creation and realization of management development plans, diversity initiatives, and succession plans to support long-term strategic objectives.