

## EXECUTIVE COMPENSATION POLICY

### PHILOSOPHY

1. The compensation plan will support our organization's mission, strategy, and values.
2. We will pay for performance, skills and competencies, development and growth and effective visible commitment to the organizations.
3. The compensation structure will encourage recruitment, retention and motivation of outstanding executives so that the organization can achieve its mission and objectives.
4. Our compensation structure may include base salary, retirement and other benefits and performance-based pay appropriate to the nonprofit marketplace.
5. Our compensation system will include periodic adjustments to pay ranges based on changes in the marketplace, subject to organizational financial constraints. All adjustments to pay will be consistent with practice in the nonprofit marketplace.
6. The marketplace adequacy of the compensation structure will be judged in terms of total compensation, including benefits; the total packages will be competitive with the marketplace, subject to organizational financial constraints.
7. The compensation structure will be linked to an effective performance management system with individual growth and development as well as professional achievement goals.

### APPROVING COMPENSATION

1. The executive Compensation Committee will be represented by a minimum of 3 current board members who have no conflict of interest in determining the executive director's compensation.

3. Executive Compensation will be determined based on several factors. The Executive Compensation Committee will use, at a minimum, two sources for appropriate comparable salary and benefits data. The committee will state the names of these organizations in its minutes. The committee will document the basis for its determination of compensation by publishing the minutes at which the decision was made. The committee may also take into consideration organizational financial constraints and organization objectives.

4. Comparable Salary and Benefits data includes:

- A. researching compensation paid by similarly situated organizations
- B. using a current compensation survey compiled by an independent firm

5. The vote by the Executive Compensation Committee will be recorded in the meeting minutes within sixty (60) days after the meeting, including the amount authorized and references to the comparison information. These meeting minutes will be available to the general board.

Filing Requirement: This policy will be part of the Employee Handbook

Update Requirement: This policy will be reviewed annually to conform to current Federal and State Guidelines if applicable and to review feasibility of administering the policy in its current form. Policies may be revised for ease of administration as long as Federal and State guidelines are maintained