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## MEMORANDUM

September 3, 2020

**To:** Board of Trustees  
**From:** Christy Herz, Director of Governance  
**Re:** Policy/Charter Review

The Executive and Finance Committees have discussed 9 policies and their committee charters due for review this year. All follow this memo. Changes have been proposed to the first three. The Board will be asked to vote to approve these documents as presented at next week's meeting.

- Executive Committee Charter (reformatted and streamlined)
- Finance Committee Charter (reformatted and streamlined)
- Honorary Membership Policy (edits shown)
- ED Annual Performance Review Policy (no changes)
- Corporate Travel Policy (no changes)
- Expenditure Policy (no changes)
- Long-Term Investment Policy (no changes)
- Operations Expenditure Policy (no changes)
- Fraud/Whistleblower Policy (no changes)
- Information Security: Breach Notification Policy (no changes)
- Information Security: Vulnerability Threat Policy (no changes)

Note about the charters: All ACRP committee charters are being put in a new streamlined format this year with the goal of including key points and reducing repetition without changing the charter's substance. Each committee reviewed both their current and proposed reformatted charter. If you would like a copy of the current charter documents, please let me know. The remaining committee charters are being reviewed by the Governance Committee and will be put forward for Board approval in November.