



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## MEMBERSHIP AND PROGRAM COMMITTEE COMMISSION – SAMPLE

### Commission

To perform those functions that will assure that the services, programs and goals of the YMCA are consistent with the purposes of the Association and the National Council of YMCAs, and meet the human needs of the YMCA service area.

The Membership and Program Committee is a standing committee of the Board of Directors, meeting on call to perform those functions assigned to it by the board. It receives its authority from the Board and its actions are subject to review and approval by the Board. The Committee has the authority to establish, from time to time, such ad hoc groups as may be necessary to carry out its work.

### Composition

The Chairperson and members of the Membership and Program Committee will be appointed by the Chair of the Board. The assignment of staff members will be made by the Board Chair. The Committee shall be composed of at least xx members at-large. The Chairperson of the committee must be a member of the Board. The term of office of the Chairperson and members of the committee will be for one year.

### Duties

1. To formulate and review the board membership and program policies that assure the achievement of the Association's membership and program goals.
2. To monitor the changing needs and interests of the population in the XYZ YMCA area, and report these changes to the Board of Directors.
3. To monitor the services and programs of the Association to assure they are in keeping with the Association's purpose and goals.
4. To develop new membership and program thrusts and models and recommend strategies to implement them.
5. To recommend service to new constituencies or expand service to existing constituent groups.
6. To recommend the development of new programs or extension of services of the program to geographic areas not being currently served.
7. To recommend membership and program evaluation processes and to assist staff and departments in evaluating existing services and programs.
8. To conduct membership and program studies and surveys.
9. To develop jointly with the Finance committee, the Association's annual budget for the Board presentation.
10. To develop the policies and guidelines that will be used to determine the membership rates and program fees to be charged for specific services and programs.
11. To develop ways and means, in cooperation with the Board of Directors and other standing committees of the YMCA, for subsidy funding for selected services and programs offered by the Association.

The Membership and Program Committee does not administer policies, plan events (with some exceptions), recruit and train leaders, organize and supervise groups. Volunteers, including members of the Membership and Program Committee, do help to carry out policy under the direction of staff.