ACMS FOUNDATION GOVERNANCE STRUCTURE

Approved by the ACMS Board of Directors - May 1, 2019

ACMS Board of Directors
- The Foundation is a Board directed fund/activity
- Approve/advise the plans of the Fundraising Committee
- All distributions from the Foundation are at the sole discretion of the Board and will be made by the Board with recommendations from the Governance and Policy Committee
- Yearly, the Board will give guidance as to the Board-determined priorities for funding
- Yearly, the Board will be asked to grant up to $30,000 for operating expenses to the Foundation, with additional expenses expected to be charged against funds raised

Fundraising Committee (chaired by Barry Leshin, 2017-2021)
- Develops processes and procedures for fundraising to support the Foundation
- Coordinates with the Governance and Policy Committee
- Reports to the Board of Directors

Governance and Policy Committee (chaired by Tom Stasko, 2018-2021)
- Coordinates with the Fundraising Committee
- Reports to the Board of Directors
- Makes recommendations to the Board as to the funds available for distribution
- Informs the Research Grant Committee and the Mohs Development Awards Review Committee as to the funds likely available for distribution
- Makes yearly recommendations to the BOD for the distribution of funds based on the recommendations of the Research Grant Committee and the Mohs Development Awards Review Committee

Research Grant Review Committee (chaired by Jerry Brewer, 2019-2021)
- Reports to the Governance and Policy Committee
- Develops process and procedures for the solicitation and evaluation of requests for research grants
- Makes yearly recommendations to the Governance and Policy Committee for the distribution of funds

Mohs Development Awards Review Committee (chaired by Nat Jellinek, 2019-2021)
- Reports to the Governance and Policy Committee
- Develops process and procedures for the solicitation and evaluation of requests for grants regarding member education (including annual meeting lectures), travel awards, patient education, and all non-research related activities
- Makes yearly recommendations to the Governance and Policy Committee for the distribution of funds

Committee makeup:

General principles
1. A mix of academic and private practice
2. A mix of young and more established members
3. A fellow/recently-out-of-training representative for the Research Grant Review Committee and the Mohs Development Awards Review Committee
4. Board representation on each committee, either by membership or liaison

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<u>Committee specific:</u>

Fundraising Committee
6 members, including Chair
- Chair—appointed by the EC of the Board
- Committee members subject to appointment and approval by the ACMS President
- Committee members, including Chair, with staggered terms (Chair and 1 member 4 years, 2 members 3 years, 2 members 2 years
- If no committee member is a member of the Board, a non-voting Board liaison will be appointed

Governance and Policy Committee
5 members
- Chair—appointed by the EC of the Board—3 year term
- At large members—2—appointed by the EC of the Board—3-year terms staggered with the Chair
- Chair of the Research Grant Review Committee
- Chair of the Mohs Development Awards Review Committee
- If no committee member is a member of the Board, a non-voting Board liaison will be appointed
- If no committee member is a member of the Fundraising Committee, a non-voting liaison will be appointed
- Governance and Policy Committee members subject to appointment and approval by the ACMS President

Research Grant Review Committee
5 members
- Chair- 2 year term
- Vice Chair-2 year term followed by 2 years as chair
- 3 members with staggered terms (1 for 2 years, 1 for 3 years, 1 for 4 years)
- 1 newer member (1-5 years out of fellowship training) will be appointed and will remain on the committee for two years
- If no committee member is a member of the Board, a non-voting Board liaison will be appointed
- If certain expertise is required to review grant applications, (e.g., statistics), an additional committee member with that expertise may be added for a shorter term at the request of the Chair and at the discretion of the ACMS President
- Research Grant Review Committee members subject to appointment and approval by the ACMS President

Mohs Development Awards Review Committee
5 members
- Chair- 2 year term
- Vice Chair-2 year term followed by 2 years as chair
- 3 members with staggered terms (1 for 2 years, 1 for 3 years, 1 for 4 years)
- 1 newer member (1-5 years out of fellowship training) will be appointed and will remain on the committee for two years
- If no committee member is a member of the Board, a non-voting Board liaison will be appointed
- If certain expertise is required to review grant applications, (e.g., statistics), an additional committee member with that expertise may be added for a shorter term at the request of the Chair and the discretion of the ACMS President
- Mohs Development Awards Review Committee members subject to appointment and approval by the ACMS President