

NEW HANOVER COMMUNITY ENDOWMENT, INC. (“NHCE”)
COMMUNITY ADVISORY COUNCIL CHARTER
as of June 22, 2023

- PURPOSE:** The purpose of the Community Advisory Council (the “CAC”) is to provide to the NHCE Board of Directors (the “NHCE Board”) feedback and recommendations from the community regarding NHCE’s activities. The CAC is intended to assist the NHCE Board in better understanding the needs of the community by serving as a conduit for community conversations.
- MEMBERS:** The Council shall be comprised of not more than eighteen (18) members, each of whom will be appointed by the NHCE Board.
- ELIGIBILITY:** To be eligible to serve as a member of the CAC, an individual must reside in New Hanover County at all times during their service. The following persons shall not be eligible to serve on the CAC: (1) elected officials, (2) current members of the NHCE Board, and (3) members of the governing body of Novant Health Coastal Region, LLC or any of its affiliates.
- SELECTION:** CAC members will be selected through an application process. The selection criteria will be based on the applicant’s knowledge and lived experiences in one, or more, of NHCE’s four focus areas (Public Education - Primary, Secondary and Post-Secondary; Health and Social Equity; Community Development; and Community Safety), as well as on demonstrated collaboration skills and prior service to the community. In the selection of members of the CAC, the NHCE Board shall consider the community demographics and characteristics at large at the time by giving serious and deliberate consideration to the balance of gender, race, and ethnicity represented on the CAC.
- APPOINTMENT:** The appointment of each member of the CAC will require approval by the affirmative vote of a majority of the NHCE directors present at a meeting of the NHCE Board at which a quorum is present.
- TERM OF SERVICE; STAGGERED TERMS; TERM LIMITS:** Except as provided below, each CAC member will be appointed for a term of service of three (3) years.
- To establish CAC continuity through the creation of staggered terms of service, the initial eighteen (18) appointees will be divided into three (3) classes of six (6) members each. One class will serve a one-year term, the second class a two-year term, and the third class a three-year term.
- The term of a CAC member appointed to fill a vacancy shall expire at the time the term they are filling is set to expire.

After a CAC member has completed a term of more than one year, they must have at least a one (1) year break in service before they can be appointed to serve again.

MEETINGS: The CAC will hold regular meetings on a quarterly basis, organized and facilitated by the NHCE staff. Special sessions on specific issues may occur at the request of the NHCE Board. The CAC will operate as a collaborative group, with meetings led by a staff facilitator employed or contracted by NHCE. Meetings of the CAC may be held in connection with public listening sessions conducted by NHCE.

RESPONSIBILITY & STATUS: All CAC members are expected to conduct themselves with integrity and a collaborative mindset, in accordance with NHCE's mission and values, and are expected to disclose any conflicts of interest.

Members of the CAC are volunteers supporting the mission of NHCE. No one shall receive financial compensation for their service as a member of the CAC.

CAC members serve at the pleasure of the NHCE Board. The NHCE Board may remove any one or more members of the CAC with or without cause upon the affirmative vote of at least two-thirds (2/3) of the NHCE directors then in office.

The CAC is not a committee of the NHCE Board. CAC members are not directors, officers, employees, or authorized agents of NHCE. CAC membership does not confer authority over internal NHCE processes, NHCE Board decisions, or the grant making process. CAC members do not have authority to enter into contracts or agreements on behalf of NHCE.

FUNCTIONS:

1. To advise on challenges and opportunities within the community, potential focus areas for NHCE, and community needs and interests.
2. To develop reports on the above, alongside NHCE staff, that will be provided to the NHCE Board on a quarterly basis.
3. To provide subject matter expertise into the four pillars of focus of NHCE: education, health and social equity, public safety, and community development.
4. To function as ambassadors between NHCE and the community.