



Policies and Procedures of the Camp Alonim Advisory Board

Camp Alonim is where children thrive and Judaism comes alive. The vibrancy of Jewish life is experienced every day through music, Israeli dance, sports, arts and crafts, nature, and social action on the 2,900 picturesque acres of American Jewish University's Brandeis-Bardin Campus just 30-45 minutes from Los Angeles. Each activity is viewed as an opportunity for campers to discover a spark that will ignite a life-long love of Judaism. Campers are able to experience new things, build skills, make lasting friendships, explore, and have pure fun. Camp Alonim is not affiliated with any denomination or movement, welcoming campers and families of all backgrounds and levels of observance. Since 1953, thousands of "Alonimers" have experienced the joys of Jewish living in their "home away from home."

Role of the Advisory Board:

The goal of the Advisory Board is to contribute to the wellbeing and success of Camp Alonim by supporting Alonim's mission, vision, and programs. Specifically, the purposes of the Advisory Board include:

- Assisting the Executive Director in identifying and fulfilling strategic objectives for Camp Alonim;
- Acting as ambassadors for Camp Alonim in the broader community;
- Supporting fundraising efforts; and
- Providing information from the community to Camp Alonim's Executive Director, including input and advice on various topics as requested.

The Advisory Board is not a legal entity and does not have fiduciary responsibility for the operations of Camp Alonim.

Expectations of Advisory Board Members:

Each member of the Advisory Board is expected to participate on the Advisory Board in the following ways:

- All Advisory Board members are expected to attend Advisory Board meetings. The Board shall meet at least three times during the year, the dates to be set by the Advisory Board Chair. Special meetings may be called by the Executive Director or the Advisory Board Chair.
- Each Advisory Board member will serve on at least one committee in addition to the Advisory Board at large.
- Advisory Board members are expected to help to identify potential new Advisory Board members.

- Advisory Board members are expected to be ambassadors to the community by attending Camp Alonim functions, actively supporting recruitment efforts, being positive and accurate advocates for Camp Alonim throughout the community, and being “eyes and ears” of Camp Alonim by bringing information from the community to the Executive Director.
- Advisory Board members are expected to assist with fundraising efforts by identifying potential donors and participating in stewardship and solicitation activities.
- Each Advisory Board member is expected to participate in annual fundraising by contributing a minimum of \$2,500 per fiscal year (July 1 – June 30) to the Camp’s Scholarship Fund. The minimum gift for board members who are 35 years of age or younger is \$1,000 per fiscal year.
- Advisory Board members should be familiar with Camp Alonim, including its physical plant, philosophy, and programs.
- Each Advisory Board member will serve on the Advisory Board, subject to the procedures below, for a minimum of one (1) two-year initial term, followed by two-year terms that the Advisory Board member may renew with the approval of the Advisory Board Chair and Executive Director.
- Each Advisory Board member shall respect and maintain confidentiality of information shared within all Advisory Board meetings, subcommittee meetings, and conversations between Advisory Board members and/or Camp Alonim staff.
- If an Advisory Board member, during his/her term, shall be absent for two consecutive Advisory Board meetings without adequate excuse, fail to participate actively on at least one committee, or fail to contribute such minimum level of financial support to Camp Alonim as described in these Policies and Procedures, the Advisory Board Chair shall have the right to remove such member from the Advisory Board.

Operation of the Advisory Board:

The Advisory Board will include committees, including the Executive Committee, to advance Camp Alonim’s priorities. Committees will have specific objectives and timelines. Committees may bring on ad-hoc advisors or committee members to assist with specific drives and/or projects, with the approval of the Advisory Board Chair, Executive Director, and the relevant committee chair(s). The number and format of committee meetings varies by committee.

The Advisory Board committees are:

Executive

The Executive Committee will be led by the Advisory Board Chair and will include the Chairs of all standing committees, the Director of Advancement, and the Executive Director. The duties of the Executive Committee are to set the direction and agenda of the Advisory Board and respond as needed to ongoing issues related to Camp Alonim.

Capital Campaign and Site

The Capital Campaign and Site Committee develops and leads our strategy of renewing and enhancing our physical site for current and future generations by developing a deep understanding of camp facilities and needs; identifying ways to improve, transform, and sustain our facilities to meet program needs and strategic goals; and building a strong base of philanthropy through identification, connection, cultivation, solicitation, and recognition of prospective donors.

Governance and Stewardship

The Governance and Stewardship Committee ensures the high functioning of the Advisory Board by articulating policies and procedures; designing and implementing ongoing program of Board education; identifying, recruiting, and orienting new members; planning for succession of the Board's leadership; and developing the Board's role in stewarding supporters of Camp Alonim.

Year-Round Community Engagement

The Year-Round Community Engagement Committee is responsible for identification of, outreach to, and engagement with Camp Alonim's communities throughout the year by identifying individuals, families, and groups who need to be engaged with Alonim; communicating with these constituencies; supporting events that help these constituencies develop and deepen a meaningful connection to Camp Alonim; and helping to develop and support strategies to promote camp recruitment.

In consultation with the Executive Director, the Advisory Board Chair may from time to time add, reconfigure, or remove committees as the camp's priorities and circumstances change.

Procedures for selecting Advisory Board members:

- Current Advisory Board members, in coordination with the Governance and Stewardship Committee, the Executive Director, and the Director of Advancement, shall identify prospective new members who have leadership potential and/or areas of expertise that would help in the furthering of Camp Alonim's strategic priorities. Advisory Board members will be chosen from within and outside the Camp Alonim community.
- Advisory Board members will serve with the approval of the Advisory Board Chair and the Executive Director.
- Service on the Advisory Board begins July 1st of the year of appointment. Exceptions regarding this timing can be made with the approval of the Advisory Board Chair and Executive Director.
- Renewal of Advisory Board membership is subject to review annually by the Advisory Board Chair and Executive Director and will be contingent on fulfillment of listed expectations for Advisory Board members. If such expectations are not being fulfilled, the Advisory Board Chair may terminate the membership of an Advisory Board member before the expiration of the Advisory Board member's term.
- Committee chairs will be appointed annually at the discretion of the Advisory Board Chair, in consultation with the Executive Director. There are no term limits for committee chairs. Outgoing committee chairs will have the opportunity to make recommendations for the appointment of their successors.

Procedures regarding the Advisory Board Chair position:

- A candidate for the Advisory Board Chair position must be a current Advisory Board member who will have completed at least one term at the time of his/her appointment.
- The Executive Director shall recommend the prospective Advisory Board Chair to the American Jewish University President and American Jewish University Board Chair for their approval. The outgoing Advisory Board Chair will have the opportunity to make recommendations for the appointment of his/her successor.
- Each Advisory Board Chair shall serve a two-year term, with the option of renewal for a second two-year term at the discretion of the Executive Director, American Jewish University President, and American Jewish University Board Chair.



I have read the **Policies and Procedures of the Camp Alonim Advisory Board** and agree to abide by the expectations and procedures listed therein, and to maintain confidentiality of information shared within all Advisory Board meetings, committee meetings and conversations between Advisory Board members and/or Camp Alonim staff. I acknowledge and agree to comply with the stated minimum annual financial commitment to the Camp Alonim Scholarship Fund.

Name: _____ Date: _____

Signature: _____