

THEODORE ROOSEVELT PRESIDENTIAL LIBRARY FOUNDATION

DEVELOPMENT COMMITTEE CHARTER

Purpose of the Committee

The Development Committee (the “Committee”) is responsible for the overall governance of the development functions of TRPLF; oversees the broader scope of development to include general fundraising, campaign plans, related marketing, events and membership.

Roles & Responsibilities

The Committee:

- Oversees the development/campaign business plan
- Ensures adequate funding and resources are available to support plan and that the organization and staffing is sufficient
- Works with development team and finance to ensure that development infrastructure is built and enhanced (e.g. benefactor plan, gift acceptance policy, investment policy statement, stewardship plan and processes, donor reporting, etc.)
- Oversees the campaign plan and execution; develops and reviews goals and metrics/dashboard to monitor success
- Carries out related fiduciary responsibilities and discipline
- Provides personal philanthropic leadership (e.g. provides guidance, serves as ambassadors/role models, engages in development activities, leverages relationships, promotes and engages in personal philanthropic giving, etc.).

Membership

The Committee shall generally consist of two to nine members, including a chair, who are appointed by the Board of Trustees after nomination by the Governance Committee. Committee members are appointed to one-year terms, which may be renewed. A majority of Committee members must be Trustees. Under the TRPLF Bylaws, Committee members who are not Trustees do not have voting rights.

Meetings and Procedures

The Committee normally meets once each calendar quarter, and upon the call of the Committee or Board Chair.

The presence of a majority of Committee members with voting rights constitutes a quorum. A majority vote of those Committee members present at a meeting and entitled to vote shall be sufficient to transact any business, and each such Committee member is entitled to one vote.

Proxy voting is not permitted. TPRLF's Bylaws and associated policies, including its Conflict of Interest Policy, apply to the Committee.

Primary Staff Contact

The Committee's primary staff contact shall be the Vice President of Development (other staff may provide support as needed).

This Charter was approved by the Board of Trustees on August 10, 2021.

47102469v6