



Updated February 8, 2022

The Guild for Human Services, Inc.
Board Chair Succession Plan

It is important that The Guild's Board of Trustees have a plan in place for a change in leadership. To ensure continuity of the Board's work, if the Chair is unable to perform the duties of that position the following policy shall be in place:

In the event the Chair is unable to perform the duties of the role for any reason, and there is no Vice Chair (an optional position), the Board Affairs Committee will lead the discussion with the greater Board to consider potential candidates from their own members. The greater Board will then vote for a temporary replacement to finish the Chair's term. The replacement must be a qualified Trustee in good standing, who is willing to serve and who receives a majority vote from the Board.

At any time that The Guild Board of Trustees reaches 8 members or more, per the By-laws the Board has the authority, with a simple majority vote, to restructure the Executive Committee and include a Vice Chair.

Should the Board of Trustees Executive Committee include a Vice Chair, the Vice Chair shall assume the role of Board Chair without a vote in the event the Chair is unable to perform those duties.

In either event, the greater Board will address the nomination and election of a complete slate of officers at the subsequent October annual meeting; this process will be led by the then current members of Board Affairs Committee, per their Charter.

During the Board Chair's tenure, there should be efforts made to identify and groom potential members who are willing and qualified to lead the Board, in the event the Board of Trustees does not have a Vice Chair.

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