

## **The Roofing Industry Alliance for Progress – *Current Active Committees and Task Forces***

*As of May 21, 2018*

### **Alliance Board of Trustees**

- ▶ Trustees serve four-year terms.
- ▶ Trustees are appointed by NRCA's Executive Committee with input from current Alliance leadership.
- ▶ Two formal meetings take place per year – one in April and one in during NRCA's Fall Committee Meetings.
- ▶ Trustees conduct business via conference calls and emails as needed in between meetings.

Objective: The Board of Trustees supervise, control and direct the business and affairs of the Foundation. They determine its policies or changes therein within the limits of the bylaws, actively promote its purposes and disburses its funds. The Board of Trustees may adopt such rules and regulations for the conduct of its business as shall be deemed advisable and may appoint such agents as it considers necessary.

### ***Balanced Program Committee - need 1 or 2 people***

- ▶ There are no set terms for this committee.
- ▶ Committee members are appointed by Alliance leadership.
- ▶ The committee responds via email; no formal meetings are scheduled.

Objective: The committee is responsible for reviewing Helping Our Own applications when submitted and deciding whether to recommend The Alliance act upon the request; if the committee recommends moving forward, the committee is responsible for recommending a funding amount and, if approved by the Finance and Financial Development Committee and the Alliance Board of Trustees, to overseeing fund distribution.

### **Branding Task Force**

- ▶ There are no set terms for this task force.
- ▶ Task force members are appointed by Alliance leadership.
- ▶ One to two meetings are anticipated during the first year.
- ▶ The task force conducts business via conference calls and emails as needed in between meetings.

Objective: The task force is responsible for revitalizing the Alliance brand, possibly creating a new brand identity with a clearer, more memorable name, a more contemporary logo and an engaging tagline; create a compelling story for current and prospective members to participate in the Alliance; developing new marketing plans and materials to revitalize the Alliance brand; and increase the intensity of ongoing communications to current and prospective members. The task force is also responsible for making recommendations to the Alliance Board of Trustees.

### **Construction Management Schools Initiative Committee**

- ▶ There are no set terms for this committee.
- ▶ Committee members are appointed by Alliance leadership.
- ▶ Two formal meetings are held per year – one during NRCA’s Midyear Meetings in July and one during NRCA’s Fall Committee Meetings.
- ▶ The committee holds conference calls as needed.

Objective: The committee is responsible for the overall initiative with construction management schools. The task force is also responsible for getting more roofing-related information into the schools’ curricula; offering a limited number of scholarships for students and faculty, developing roofing industry internships for students and faculty; and overseeing student competitions (developing guidelines/criteria for the purpose of exposing the students to the roofing industry by introducing them to real-world roofing situations; teaching them project-management techniques used in the industry; and inspiring their creativity and challenging them to develop innovative solutions. Committee members may also serve as team mentors and judges if interested in doing so.)

### **Finance and Financial Development Committee**

- ▶ Committee members serve three-year terms.
- ▶ Committee members are appointed by Alliance leadership.
- ▶ Three formal meetings are held per year – one in April, one during NRCA’s Midyear Meetings in July and one during NRCA’s Fall Committee Meetings.
- ▶ Business is conducted via conference calls and emails as needed.

Objective: The Finance and Financial Development Committee is ultimately responsible for the general Alliance endowment and the Melvin Kruger Endowment funds to:

- Establish and approve an investment policy statement and periodically review that statement for continued accuracy and completeness
- Prudently diversify or oversee the diversification of the portfolio assets to meet an agreed upon risk/return profile
- Prudently select investment options, including the selection of one or more investment managers
- Monitor the investment managers and the performance of the accounts under management
- Consider the information provided by the consultant and other professional advisors and act accordingly
- Control and oversee all investment, recordkeeping and administrative expenses associated with the accounts
- Review and deal prudently with conflicts of interest
- Review, recommend and regularly monitor the Alliance’s annual operating budget

### **Gold Circle Awards Committee**

- ▶ There are no set terms for this committee.
- ▶ Committee members are appointed by Alliance leadership.
- ▶ One formal meeting takes place per year in November.

Objective: This committee is responsible for annually reviewing the Gold Circle Award criteria and guidelines and updating them as needed, and for selecting Gold Circle Award finalists and winners.

### **Joint NRCA/Alliance Investment Committee**

- ▶ Terms change annually.
- ▶ The committee is composed of NRCA's Budget and Finance Committee and three representatives from Alliance leadership.
- ▶ Business is conducted via quarterly conference calls.

Objective: This committee hears updates, perspectives and recommendations from NRCA's and the Alliance's financial advisors – Jack Krapf, Merrill Lynch Global and Wealth Management – The Krapf Group and Mike Breller, Beacon Pointe Advisors. NRCA's Budget and Finance Committee members make decisions regarding NRCA's investments; the Alliance representatives report back to the Alliance Finance and Financial Development Committee with any updates and/or recommendations regarding the Alliance's endowment and the Melvin Kruger Endowed Scholarship funds; any recommendations are then brought to the Alliance Board of Trustees.

### **Membership Development Committee**

- ▶ There are no set terms for this committee.
- ▶ Committee members are appointed by Alliance leadership.
- ▶ The committee initially meets twice per year--once during NRCA's Midyear Meetings in July and once during NRCA's Fall Committee Meetings.
- ▶ Business is conducted via conference calls and emails as needed.

Objective: It is the job of this committee to create a plan that will guide the Alliance in seeking out new Alliance members and securing funding from an array of sources.

### ***Most Valuable Player (MVP) Task Force -- need 2 people***

- ▶ There are no set terms for this task force.
- ▶ Task force members are appointed by Alliance leadership.
- ▶ One formal meeting takes place per year in December to review nominations and select MVP winners.

Objective: This task force is responsible for annually reviewing the MVP criteria and guidelines and updating them as needed and for selecting MVP winners and a Best of the Best award recipient.

### **Planned Giving Steering Committee**

- ▶ There are no set terms for this committee.
- ▶ Committee members are appointed by Alliance leadership.
- ▶ The committee initially meets three times per year--once during NRCA's Midyear Meetings in July, once during NRCA's Fall Committee Meetings and during the April Alliance meeting.

Objective: The Planned Giving Steering Committee will act as the Alliance's guiding body in terms of its planned giving efforts, identifying prospects for partnership, advocating for the effort and inviting others to participate. The committee's vision is that all professionals in the NRCA universe will be aware of the planned giving program, view it as a viable giving option and be invited to participate. The primary roles for committee members are:

- A personal investment – to make a deferred gift to the Alliance at some level to achieve 100 percent committee participation
- Oversight and approval – drive progress by providing input into and approving process and materials and reporting progress
- Solicitation – invite peers to participate in the process through personal solicitation and event involvement
- Advocacy – understand the vision of the Alliance and be able to communicate the need for deferred funding

***Proposal Review Committee – NEW: Need 6 people***

- ▶ Committee members serve three-year terms.
- ▶ Committee members are appointed by Alliance leadership.
- ▶ Business is conducted via conference calls and emails.

Objective: The Alliance Proposal Review Committee reviews proposals to determine whether a project meets all criteria. The committee will ask questions or request additional information if needed. If a proposal meets all criteria, it will be included in the funding request summary presented to the Alliance Finance and Financial Development Committee for its review in determining a maximum spending cap. And the proposals will be presented (in person) to the Alliance Board of Trustees for its review, selection and recommendation to the full membership attending the April meeting. If a proposal does not meet the criteria, the committee will notify the person(s) submitting the proposal.

**Ronald McDonald House Charities (RMHC) Task Force**

- ▶ There are no set terms for this task force.
- ▶ Task force members are appointed by Alliance leadership.
- ▶ One to two meetings are anticipated.
- ▶ Business is conducted via conference calls and emails as needed.

Objective: This task force is responsible for developing an overall plan for the RMHC houses and members adopting houses; noting when each roof is likely to need to be replaced; schedule regular inspections and maintenance; have someone available for leak calls; and develop a checklist for contractors including such things as having some of written agreement, find out the house's insurance requirements, be aware of local permits, etc. The task force also is responsible for making recommendations to the Alliance Board of Trustees.

**Scholarship Committee**

- ▶ There are no set terms for this committee.
- ▶ Committee members are appointed by Alliance leadership.
- ▶ The committee conducts business by conference calls and emails; no formal meetings are scheduled.

Objective: This committee is responsible for annually reviewing the scholarship criteria and updating if needed. The committee also is responsible for reviewing the scholarship application recommendations received from Scholarship Management and recommending the students to receive awards to the Alliance Board of Trustees subject to the number of scholarships allowed by the budget.

***Vo-Tech/Technical Trade School Task Force -- NEW: need 6 to 8 people***

- ▶ There are no set terms for this task force.
- ▶ Committee members are appointed by Alliance leadership.
- ▶ The committee conducts business by conference calls and emails; no formal meetings are scheduled.

Objective: This task force is responsible for researching ways to reach out to students in vo-tech, technical trade schools or apprenticeship programs and expose them to the roofing industry and potential career opportunities. Another responsibility of the task force is to develop criteria for a Melvin Kruger Endowed Scholarship, specifically for students entering an apprenticeship program or attending technical trade schools.