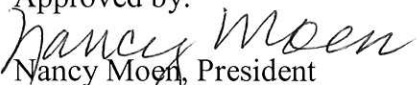


Pentacle Theatre Committee Charter	Policy Committee
Approved by:  Nancy Moen, President Pentacle Theatre Governing Board	Effective Date:  February 22, 2016

**Purpose**

The purpose of the Committee is to provide, review and develop policies governing the operations of Pentacle Theatre.

**Membership**

The Policy Committee, a standing committee reporting to the Board of Directors, to consist of no more than five members: the executive director, the production director, one board member and no more than two other volunteers from the Pentacle Theatre membership. The Executive Director shall serve as record keeper for the committee. A majority of the committee members shall constitute a quorum.

The board member serving on Policy Committee shall also serve as chair of the committee. The committee shall meet as necessary and appropriate at the call of the committee chair or the executive director.

**Committee charge**

The policy committee is charged to:

- Develop and recommend to the governing board policies and procedures for Pentacle Theatre operations, programs and services.
- Review and update existing policies.
- Bring all current policies into a standard format.
- Ensure that current policies are accessible to all Pentacle Theatre members.