



# Awards Committee

## Committee Mandate

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### 1. PURPOSE

The purpose of the Awards Committee is to ensure the relevance and consistency of the Association's Awards Program. Awards should reflect recognition of achievement by superior Holstein animals, members of Holstein Canada or others who have positively impacted the Association and / or its members.

### 2. MANDATE

The mandate of the Awards Committee is to review the criteria for Awards and the Awards Program. These Awards include:

- Master Breeder
- Cow Awards – Star Brood, Lifetime Production, Superior Production, Cow of the Year
- Member Awards – Veteran Breeder, Veteran Member, Honorary Life Member (excluding National Past Presidents)
- 'Special Recognition' Awards – Accomplishment Awards
- Century of Holsteins Awards
- Holstein Canada Awards List

### 3. CODE OF CONDUCT

Committee members must sign a copy of the Committee Member Code of Conduct on an annual basis and abide by all of the duties outlined within the Code of Conduct.

### 4. COMPOSITION

#### i. Chairperson

The Chairperson of the Awards Committee will be appointed by the Board at the first regular meeting of the Board following the Annual General Meeting of Members.

#### ii. Membership

The Committee shall consist of seven (7) members: (1) National Director (Chairperson) and six (6) members following regional representation; one (1) member from Western Canada, one (1) member from Atlantic Canada, two (2) members from Ontario, and two (2) members from Québec.

### 5. COMMITTEE MEMBER QUALIFICATIONS

In selecting members to the Committee, the HR Committee shall have regard to the following composition requirements:

- One (1) member from a small, medium and large herd
- One (1) member from the Holstein Canada Young Leaders Advisory Committee
- Adaptable to change
- Familiar with the Holstein Canada Awards Program
- Recognize and support the importance of the Holstein Canada Awards Program

## **6. TERM OF APPOINTMENT**

- Three (3) year term
- Maximum four (4) terms
- Maximum 12 years lifetime

## **7. REMOVAL AND VACANCY**

Any member of the Committee may be removed and replaced at any time by the Board. Subject to quorum requirements, if a vacancy exists on the Committee, the remaining members may exercise all its powers.

## **8. COMMITTEE TIME REQUIREMENTS**

The Committee shall meet at least once annually and more frequently as circumstances dictate. Each meeting shall be convened by the Chairperson.

## **9. COMMITTEE PAPERS**

Unless directed by the Committee Chairperson, the Committee Secretary shall distribute in advance of a meeting of the Committee an agenda and any related papers to each member of the Committee and the Chief Executive Officer.

## **10.COMMITTEE MINUTES**

- The Committee Secretary shall prepare minutes of meetings and have them reviewed by the Committee Chairperson.
- Minutes of the meeting shall be approved at the next meeting of the Committee.

## **11.REPORTING TO THE BOARD**

Following a review of the minutes by the Chairperson and the Committee, minutes of each meeting shall be submitted to the Board for consideration of any actions or recommendations.

The Committee Chairperson or a Committee Designate must report to the Board after each Committee meeting concerning: (i) the actions and recommendations of the Committee and (ii) all matters relevant to the Committee's role and responsibilities.

## **12.COMPENSATION**

Committee members will receive a per diem for attending virtual and in-person meetings in accordance with the Holstein Canada Per Diem guidelines set forth by the Board of Directors.