



## Investment Committee Terms of Reference

<b>Approved by CFKA Board</b>	January 28, 2020
<b>Date(s) Reviewed</b>	
<b>Replaces Previous Version Approved</b>	
<b>Organizational Relationship</b>	The Investment Committee is a Standing Committee of the Board of Directors.
<b>Reports To</b>	CFKA Board of Directors
<b>Purpose/Mandate</b>	<p>In accordance with the Foundations approved Investment Policy and Strategic Asset Allocation Guidelines, the Committee’s primary functions shall be to oversee the investment of all moneys, restricted and unrestricted, that may from time to time become the property of, or be deposited in the care of, the Foundation.</p> <p>When appropriate, the Committee shall advise the Board on the possible implications of maintaining or changing the Foundation’s stipulated/existing Investment Policy.</p>
<b>Responsibilities</b>	<p>Within the parameters of the current Investment Policy, as approved by the Board, and in consultation with the Foundation’s Investment Advisor, the Committee shall:</p> <ul style="list-style-type: none"> <li>• determine the composition of the Foundation’s investment portfolio</li> <li>• monitor the general investment climate and apprise the Board of any situation meriting a review of the stipulated portfolio mix</li> <li>• ensure the appropriateness of the Foundation’s liquid funds in light of anticipated cash inflows and required outflows</li> <li>• recommend, and monitor implementation of, investment policies and asset allocation guidelines</li> </ul> <p>The Committee shall:</p> <ul style="list-style-type: none"> <li>• review annually the Foundation’s Investment Policy and Strategic Asset Allocation Guidelines and advise the Board of any recommended amendments</li> <li>• review annually the performance of the Foundation’s investment advisor and investment firm and make recommendations to the Board about continuance of service</li> </ul>
<b>Membership</b>	

	<p>The Committee will be comprised of at least two (2) Board members appointed by the Board. One of those Board members, with the appropriate investment knowledge and expertise, shall serve as Committee Chair.</p> <p>The Foundation’s Executive Director shall be a voting member.</p> <p>The Foundation’s investment advisor will serve as an ex officio, non-voting member of the Committee.</p> <p>Other members and CFKA community representatives, particularly those who have other financial stewardship experience and expertise and investment acumen, should be added to the Committee membership to enhance the level of investment deliberations.</p> <p>For optimal deliberations and decision-making, Committee membership should comprise approximately 7-10 members.</p>
<b>Quorum</b>	Majority
<b>Meetings</b>	The Committee shall meet at least quarterly.