



EDUCATION AND COMMUNITY OUTREACH COMMITTEE

OF JAZZ.FM91 INC.

TERMS OF REFERENCE

Purpose: The Education and Community Outreach Committee's role is to oversee development of plans for community outreach and education programs to be undertaken by JAZZ.FM91 Inc. (the "Corporation").

Key Accountabilities: The Education and Community Outreach Committee is accountable for the following:

1. **Charitable Obligations** – recommends to the Board for approval, plans that fulfill the Corporation's obligations under its charitable registration;
2. **Plan Consistency** – ensures such plans are consistent with the Corporation's mission to partner with and support those who teach, train and develop talent and students of the jazz genre. Outreach and engagement should include artists, performers and leaders of the genre in the community;
3. **Plan Assessment** – assesses the performance of plans against set goals and objectives, including costs and funding of programs

Composition:

Composition - The Committee shall be composed of no less than 3 members or such number as is determined by the Board from time to time, a majority of which will be members of the Board of Directors.

Appointment and Term - The members of the Committee shall be appointed by the Board and each shall serve for a three year term from the date of such appointment or, in the case of a director, until the expiry of such director's term in office, pursuant to the Corporation's By-laws, whichever comes first, unless the individual resigns as a Committee member, is removed, or ceases to be a director.

Committee Chair - A Chair will be appointed by the Board upon recommendation of the Governance and Nominating Committee, failing which the members of the Committee may designate a Chair from amongst the directors on the Committee, by majority vote.

Access to Information – The Committee may access management, and/or make requests to management for information necessary to carry out its responsibilities, through the General Manager of the station who is a member of this Committee.

Meetings - The Committee shall meet a minimum of two times annually, or more frequently as circumstances dictate. Any member of the Committee may make a request to the Chair for a Committee meeting or any part thereof to be held without management present.

In consultation with the Chair of the Board, the Committee may invite to its meetings any director, member of management or such other persons as it deems appropriate in order to carry out its responsibilities. The Committee may also exclude from its meetings any persons it deems appropriate in order to carry out its responsibilities.

Reporting – The Committee, through its Chair unless otherwise agreed by Committee members, will report to the Board at least twice per year.

Effective Date: July 9, 2020