

# President/Chief Executive Officer and Chief Financial Officer Compensation

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Effective Date: 9/25/2013; Revised Date:

## POLICY

In accordance with the Nonprofit Integrity Act of 2004, St. Anne's Board of Directors has appointed the Executive Committee to be responsible for reviewing the performance and determining the compensation for the President and Chief Executive Officer (CEO) and Chief Financial Officer (CFO).

## PURPOSE

The purpose of this policy is to ensure the President/CEO and CFO are compensated appropriately, in view of their performance, and commensurate with similar organizations in size, scope and complexity of operations.

## PROCEDURE

1. St. Anne's Board of Directors Executive Committee, which is comprised of the Officers of the Board and other designated Board Members, will identify a compensation consultant to assist in determining the compensation level of the President/CEO and CFO. Specifically, the consultant would be charged with the responsibility of recommending a compensation level commensurate with similar organizations in size, scope or services, and complexity of funding streams and activities. This comparative process will be completed every three years.
2. St. Anne's Board of Directors Executive Committee will annually evaluate the performance of the President/CEO utilizing a weighted matrix of the previously established annual goals and objectives, which are developed in collaboration with the President/CEO. Using this weighted matrix, the Executive Committee will determine a percentage of merit increase and bonus potential.
3. An evaluation of the CFO will be completed annually by the President/CEO with a merit increase, if appropriate, based on performance recommended to the Executive Committee for review and action.
4. Both evaluations will be recommended to the St. Anne's Board of Directors along with the report from the compensation consultant in the first meeting of the year in Executive Session. The Board of Directors will approve or alter the recommendations of the Executive Committee.