Kidz Konnect 4 Jesus, INC

# Policy for Board Approval of Compensation

Version 1.1



Matt Jones 7/30/2014

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## 1 Document Control

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#### 2 Introduction

The President and CEO of Kidz Konnect 4 Jesus INC, (the "Nonprofit") is the principal representative of Kidz Konnect 4 Jesus INC, and the person responsible for the efficient operation of the Nonprofit. Therefore, it is the desire of the Nonprofit to provide a fair yet reasonable and not excessive compensation for the President and CEO as well as any other highly compensated employees and consultants.

## **3** Annual Review and Approval Process

The annual process for determining compensation is as follows:

#### 3.1 Evaluation & Input

The full board of the Nonprofit shall annually evaluate the President and CEO on his/her performance, and ask for his/her input on matters of performance and compensation.

#### 3.2 Market Research

The Secretary will obtain research and information to make a recommendation to the full board for the compensation (salary and benefits) of the President and CEO as well as other highly compensated employees or consultants based on a review of comparability data. For example, the Secretary will secure data that documents compensation levels and benefits for similarly qualified individuals in comparable positions at similar organizations. This data may include the following:

- 1. Salary and benefit compensation studies by independent sources;
- 2. Written job offers for positions at similar organizations;
- 3. Documented telephone calls about similar positions at both nonprofit and for-profit organizations; and
- 4. Information obtained from the IRS Form 990 filings of similar organizations.

#### 3.3 Approval & Documentation

To approve the compensation for the President and CEO as well as other highly compensated employees and consultants the board must document how it reached its decisions, including the data on which it relied, in minutes of the meeting during which the compensation was approved. Documentation will include:

- 1. A description of the compensation and benefits and the date it was approved;
- 2. The members of the board who were present during the discussion about compensation and benefits, and the results of the vote;
- 3. A description of the comparability data relied upon and how the data was obtained; and
- 4. Any actions taken (such as abstaining from discussion and vote) with respect to consideration of the compensation by anyone who is otherwise a member of the board but who had a conflict of interest with respect to the decision on the compensation and benefits.

## 4 Independence in Setting Compensation

The Chair of the board of directors, who is a volunteer and not compensated by the Nonprofit, will operate independently without undue influence from the President and CEO.

Members of the board who are the relative of a staff member whose compensation is being set, or have any relationship that could present a conflict of interest with staff whose compensation is being set will not take part in salary discussions or decisions.