



Carnival of Plants Steering Committee Charter

Purpose

The Steering Committee shall assist the board of trustees in fulfilling its responsibilities related to the arts events consistent with the trustees' and funding bodies' long-term goals. The Steering Committee will oversee the organising of the "Carnival of Plants" from January 2026 until August 2026. Key areas will include: events & venues, human resources, business collaboration, fundraising, accessibility & sustainability and the Carnival of Plants in May 2026.

Membership

The committee will appoint the committee chair, co-chair, secretary and members and each will serve a term of one year. Other committee members may join in order to make suggestions, and have voting power. Committee members who are not the chair, vice-chair or secretary can join at any time throughout the year.

The committee shall have a minimum of three members and a maximum of fifteen members. The committee meetings are open to non-members of the committee and the public but only committee members can vote and set the agenda.

Members of the committee will have their photos and details added to the website www.sidhchailleannart.com.

Committee members can end their membership by sending an email to sidhcart@gmail.com. Their name will be removed from the Committee Charter.

The charity trustees can remove committee members with good reason.

Authority

The committee members will have the authority to propose applications for funding, events, policies and marketing communication and other ideas. Work can be approved and allocated by Trustees.

The above actions must be added to the agenda to be approved by the committee. The agenda will be sent out to committee members by the chair before each committee meeting.

Responsibilities

- Monitoring and developing the Sidh C Art program of events which include:
 - 1) workshops relating to health conditions
 - 2) The Carnival event program

The committee will report its activities to the board of Trustees every 6 months.

Meetings

The committee will meet at least quarterly and more often as needed. A majority of the committee members per meeting shall constitute a [quorum](#) and the smallest quorum can be made by two committee members. The committee chair will keep a copy of the committee meeting minutes and forward a copy to the board secretary. Committee members may invite members of the public or other organisations to committee meetings but these individuals have no voting power.

The agenda for each meeting will have the sections below. Each committee member can add suggestions and actions to each section.

- Fundraising
- Human Resources
- Events and Venues
- Business Collaboration
- Accessibility & Sustainability policies
- Marketing
- Other

Proposed Meeting Dates: (to be reviewed at the first meeting)

Monday 26th Jan 6pm
Monday 23rd Feb 6pm
Monday 9th March 6pm
Monday 13th April 6pm
Monday 11th May 6pm

Every attempt will be made for meetings to have a zoom link for people to join remotely. It is understood that this might not always be possible. Committee members may vote for actions by email if they cannot attend the meeting in person.

The committee will review its charter at least biannually and recommend any proposed changes to the board for review.

Signed

By signing here, you consent to your signature being added to the Main Steering Committee charter which is available on the website.

Your name:

Date:

Email address: