



Bylaws: The bylaws are the written rules and regulations enacted by David's House that provide a framework for its operation, oversight and management. In general, the bylaws set out at a high level: (1) the mission of David's House and its primary characteristics; (2) the composition and responsibilities of the board and its officers and committees; (3) meetings, quorums and voting; (4) the creation of policy, including the conflict of interest policy; and (5) responsibilities with respect to financial books & records, expenditures, gifts and contracts.

The Board approves the bylaws including all amendments.

Policies: as noted in Article VII, Section 2 of the David's House bylaws, the board, in its discretion, "may implement and adopt policies to further the goals and operations of the Corporation..." Policies are the mandatory rules designed to regulate and guide all major decisions and actions and ensure that all activities take place within the boundaries set by such policies.

Policies are developed, amended, reviewed and approved by committees with input from the Governance Committee. The Board reviews and approves all policies including any substantive amendments.

Guidelines: Guidelines set out recommended practices that allow some discretion or leeway in their interpretation, implementation, or use. While adherence may not be mandatory, guidelines should be followed except in certain limited circumstances. Guidelines are developed, amended, reviewed and approved by committees with input from the Governance Committee.

Procedures: Procedures are the specific methods employed by David's House to express policies in action in the day-to-day operations of the organization. Procedures are developed, amended, reviewed and approved by committees with input from the Governance Committee if necessary.