
POLICY

The CEO of The Poverello Center, Inc. (TPC) is the principal representative of TPC, and the person responsible for the efficient operation of TPC. Therefore, it is the desire of the Board of Directors of TPC to provide a fair yet reasonable, while not excessive compensation for the CEO (and any other highly compensated employees and consultants).

PROCEDURE

I. TPC BOD shall annually evaluate the CEO's performance and ask for their input on matters of performance and compensation.

II. The BOD will obtain research and information to make a recommendation to the full board for the compensation (salary and benefits) of the CEO based on a review of comparability data. For example, the BOD 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:

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

III. Concurrent Documentation. To approve the compensation for the CEO the board must document how it reached its decision, including the data on which it relied, in minutes of the meeting during which the compensation was approved. Documentation will include:

- a. A description of the compensation and benefits and the date it was approved;
- b. The members of the board who were present during the discussion about compensation and benefits, and the results of the vote;
- c. A description of the comparability data relied upon and how the data was obtained; and
- d. 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.

Approvals:

Signature: _____

Date: _____


Thomas S. Pietrogallo, MSW/LCSW, MBA
Chief Executive Officer

BOD Approved Date: 11.23.2016

Date Established: 11.22.2016

Date Reviewed/Revised: 07.08.17; 06.02.2019