



Member Benefits Committee Charter

SOURCE OF AUTHORITY AND GOVERNING RULES:

MSSNY's (the "Society") Member Benefits Committee is governed by the Society's Bylaws and the New York State Not-For-Profit Corporation Law.

CHARTER TERM DURATION:

Ongoing

OPERATIONAL ALIGNMENT:

Works with the Society's Staff Liaison for this Committee in the Membership Department.

PURPOSE AND RESPONSIBILITIES:

The Member Benefits Committee is responsible for identifying and developing a portfolio of membership benefits that are attractive to physicians, their employees and those studying to be physicians.

DELIVERABLES:

1. Review existing benefits for physicians and their employees.
 2. Recommend new or revised benefits for physicians and their employees.
 3. Propose how new or revised benefits would be implemented.
 4. Recommend eliminating non-performing or out-of-date benefits.
 5. Recommend the best ways to advertise benefits to MSSNY members.
 6. Perform other functions relating to membership as may be delegated to it by the Board of Trustees or Council.
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RESPONSIBILITY:

- The Member Benefits Committee is a standing committee that reports to the Council.
- Member Benefits Committee members meet virtually every other month or as required and may meet in person when a majority of members are at a face-to-face event. The committee may conduct its business by e-mail or online.
- A majority of the members of the Member Benefits Committee shall constitute a quorum for the transaction of business. A majority vote by committee members present and voting at a meeting at which a quorum is present shall be required for any action.
- Attend all meetings; notify the Staff Liaison whenever there is a scheduling conflict.
- Review all materials prior to each meeting; notify the Staff Liaison of issues or questions.
- Suggest and help evaluate potential issues of concern.
- Accept and complete special assignments, as required. Meet deadlines.



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- Immediately inform the Staff Liaison and Chairperson if personal or professional circumstances change to the extent that they cause disruption in the ability to perform above-listed responsibilities.
 - Attend a face-to-face caucus if and when scheduled.
 - Committee members who miss two consecutive Committee meetings without notification and approval of the Committee Chair may be dismissed from Committee membership.
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MEMBER BENEFITS COMMITTEE CHAIR:

The Chair of the Member Benefits Committee is appointed annually by the President of MSSNY for a maximum of three consecutive one-year terms. The Chair cannot serve as Chair of more than one Committee simultaneously.

COMPOSITION:

The Member Benefits Committee shall consist of up to 11 members, including the chair and vice chair who are interested in identifying and approving benefit offerings that would be beneficial to MSSNY members.

Members of the Member Benefits Committee are appointed by the President of the Medical Society of the State of New York and approved by Council.

TERM:

A MSSNY member may be appointed to the committee for a term of one year and may be reappointed to continue serving on the committee as long as they are a member in good standing and attend the meetings.

AGENDAS & MATERIALS:

In consultation with the Staff Liaison, the chairperson develops an agenda for each committee meeting based on the work at hand. Any committee member may suggest items for the committee agenda in advance of the meeting or as part of the "New Business" agenda item which closes each meeting. Necessary agenda materials will be provided to the committee in advance.

SELECTION PROCESS AND QUALIFICATIONS:

Member Benefits Committee members are identified through an open call for qualified volunteers. This call will be issued annually between August and September with a deadline of September 30th. The President Elect will review the recommended roster for this Committee in January/February and



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final approval will be sought at the Council Meeting that will be held immediately after the conclusion of the Annual Meeting of the House of Delegates.

Selection is based on these qualifications.

- MSSNY member in good standing.
- Familiarity with the MSSNY membership structure and member needs.
- The ability to engage, deliberate, and support consensus in a civil and objective manner.
- Be strategic and have a high degree of emotional intelligence.
- Ability to work independently and virtually to complete deliverables.
- The work of the Member Benefits Committee may be confidential in some instances. Each committee member must be able to maintain confidentiality in the work of the committee.

REMOVAL OF COMMITTEE MEMBERS:

A Member Benefits Committee member (including the Chair and Vice Chair) may be removed at any time, with or without cause, upon the affirmative vote of a majority or more of the Council members present at a duly called meeting of the Council where a quorum is present.

MSSNY Council approved this Charter on November 21, 2024