

“Just and reasonable” Worksheet

This purpose of this document is only to assist in determining that the Conservancy Chief Financial Officer compensation meets “just and reasonable” standards.

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The Board or an authorized committee of the Board is required to determine that changes to a chief financial officer’s compensation are “just and reasonable.” See excerpt from California Government Code, Section 12586(g):

The board of directors of a charitable corporation or unincorporated association, or an authorized committee of the board, and the trustee or trustees of a charitable trust shall review and approve the compensation, including benefits, of the president or chief executive officer and the treasurer or chief financial officer to assure that it is just and reasonable. This review and approval shall occur initially upon the hiring of the officer, whenever the term of employment, if any, of the officer is renewed or extended, and whenever the officer’s compensation is modified. Separate review and approval shall not be required if a modification of compensation extends to substantially all employees.

There are three sources used to help determine if the CFO’s compensation meets a “just and reasonable” standard in this worksheet:

- Excerpts from *Association Compensation & Benefits Study, 2016 - 2017 Edition*. American Society of Association Executives. This is the most current study available from ASAE. It is the primary resource for non-profit organization compensation administration.
- City of Sacramento (for comparable positions or relevant for other reasons).
- Levels of compensation for California Department of Human Resources Principal Program Budget Analyst Series.

Organization	(\$)	(\$)	Source
(ASAE) Controller – Trade Association	Median: 96,696	Average: 99,999	Table 1.24
(ASAE) Controller – Total Annual Budget (\$1,000,000 to \$4,999,999)	Median: 86,863	Average: 84,152	Table 1.24
(City of Sacramento) Accounting Manager	Start Range: 90,906	Top Range: 119,270	governmentjobs.com
(City of Sacramento) Senior Accountant Auditor	Start Range: 74,735	Top Range: 98,052	governmentjobs.com
(City of Sacramento) Senior Budget Analyst	Start Range: 82,034	Top Range: 107,623	governmentjobs.com
(State of CA) Principal Program Budget Analyst Series	Start Range: 87,636	Top Range: 109,548	jobs.ca.gov