

“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:

- 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.
- Excerpts from *Association Compensation & Benefits Study, 2022 - 2023 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.

Organization	(\$)	(\$)	Source
(City of Sacramento) Finance Manager	Start Range: 115,032	Top Range: 150,931	governmentjobs.com
(State of CA) Principal Program Budget Analyst Series	Start Range: 105,132	Top Range: 131,424	jobs.ca.gov
(ASAE) CFO – Total Annual Budget (\$1,000,000 to \$4,999,999)	Median: 111,140	Average: 120,015	Table 15

Annual salary information for the CFO position is listed below:

Year	Annual Salary	Bonus
2021	103,621	-
2022	106,729	1,000
2023	112,066	1,000

I look forward to continued service with the Conservancy.