Martha's Kitchen
Feeding the Hungry with Dignity

749 Story Road
San Jose, CA 95122
TAX ID: 91-2091094

Martha's Kitchen
Executive Director Compensation

It is the practice of Martha's Kitchen to review the Executive Director's compensation on an annual basis. The Executive Committee, comprised of the Board Chairperson, Board Treasurer, Past Chair (if any), and at least one at-large Board member, shall conduct the annual compensation review.

The Executive Committee shall consider the Executive Director's performance and achievement of established goals, the organization's financial condition and budget, the scope and responsibilities of the position, and compensation data for comparable nonprofit organizations of similar size, complexity, geographic location, and demographics in the Bay Area. The Committee will review independent nonprofit compensation surveys, such as the 2026 Nonprofit Compensation Associates survey on page 2.

The Executive Director shall not participate in the compensation review or any discussion or vote regarding their own compensation. Any Executive Committee member with a potential conflict of interest shall disclose the conflict and recuse themselves from the review and decision.

Based on its review, the Executive Committee may recommend an adjustment to the Executive Director's compensation. The Executive Committee's review, supporting documentation, and any compensation decision or recommendation shall be documented in the appropriate Board or Executive Committee meeting minutes and maintained with the organization's records.

The Executive Director may request reconsideration of the compensation decision by submitting a written appeal to the Chairperson of the Board of Directors outlining the basis for the appeal. The Executive Committee shall review and respond to the appeal within five business days of receipt. The appeal process does not guarantee a change in compensation.