


Board Governance Overview



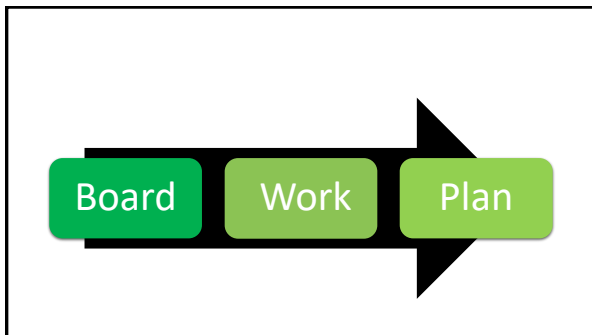
Board Governance Overview

Module 2.
The Strategy



Module 2 | AGENDA

- 1.** Board Work Plan
- 2.** Board Meeting Agendas
- 3.** Strategic Plan



AGENDA ITEMS

Call to order	Board/director evaluations	Bylaw review
Mission/vision statements	Orientation session	President's report
Values	Governance training	Annual report
Strategic plan	Committee orientation	Appoint auditor
Approve board work plan	Other training	Director elections
Approve agendas	Environmental scan	Nominations
Approve minutes	Strategic discussions	Committee audit
Business (new and old)	Risk management	Adjournment
Review policies	Long term financial plan	Meeting dates
CEO report	Plan annual general meeting	Attendance
Approve finances	Committee terms of reference	Year end financial report
Approve budget	Board terms of reference	EVERY MEETING
Monitor strategic goals	Committee reports	1x PER YEAR
CEO performance review		MORE THAN 1x PER YEAR

SPRING

<p>January 13</p> <ul style="list-style-type: none"> • Policy review 3.7—3.11 • Annual Report • Financial Review • Director Nominations • Review operational plan • CEO performance review 	<p>March 9</p> <ul style="list-style-type: none"> • Policy review 3.12—3.16 • Auditor report • Director evaluation • Terms of reference approval • AGM date • AGM business
<p>April 20</p> <ul style="list-style-type: none"> • Policy review 1.1—1.5 • Evaluation results • Q1 review • Financial review • Sign Code of Conduct • Training—reading financial statements 	<p>June 8</p> <ul style="list-style-type: none"> • Policy review 1.6—1.10 • Q2 review • Financial review • Training—legal responsibilities

FALL

September 14

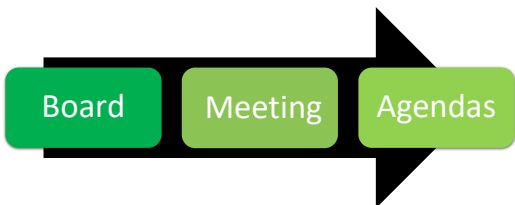
- Policy review 2.1—2.5
- Board evaluation
- Membership fees
- Board Evaluations
- Training—Robert’s Rules

October 19

- Strategic planning session

November 9

- Policy review 3.1—3.6
- Q3 review
- Financial review
- Bylaw review
- Finalize budget
- Approve strategic plan



What is the difference?

MEETING AGENDA

- ✓ Everything to be discussed
- ✓ Individual motions for approval

CONSENT AGENDA

- ✓ Does not need discussion
- ✓ Approved with one vote

▪ How does the Consent Agenda work?

▪ What goes in it?

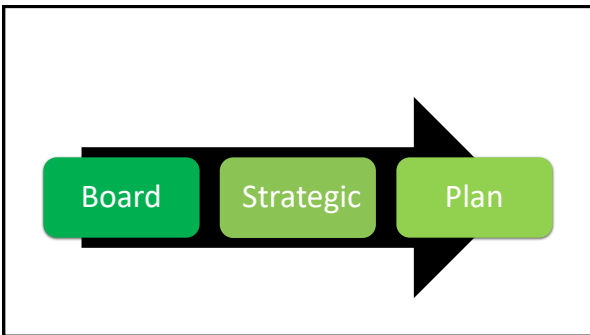
AGENDA ITEMS

- | | | |
|--------------------------------|-------------------------------------|---------------------------|
| Call to order | Board/director evaluations | Bylaw review |
| Mission/vision statements | Orientation session | President's report |
| Values | Governance training | Annual report |
| Strategic plan | Committee orientation | Appoint auditor |
| Approve board work plan | Other training | Director elections |
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| Business (new and old) | Risk management | Adjournment |
| Review policies | Long term financial plan | Meeting dates |
| CEO report | Plan annual general meeting | Attendance |
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| Monitor strategic goals | Committee reports | |
| CEO performance review | | |

■ **CONSENT AGENDA ITEMS**

▪ **When to distribute?**

▪ **Why have it?**



▪ What is it?

Specific
Measurable
Attainable
Relevant
Timebound

▪ Tactical plan

Focus Area 1: Membership

Goal 1.1: Increase membership value			
Action	Deadline	Lead	Notes
Member Roundtables			
Prepare speaking notes and questions for roundtables	Q1	Rod	
Identify target sectors for roundtables	Q1	Marg	eg. Large business, tech industries, SMEs, young entrepreneurs
Invite participants	Q2	Anna	With team
Host roundtables	Q2-3	Rod	With Chair & note-taker \$50 per event
Compile data from roundtables	Q3	Peter	KPI

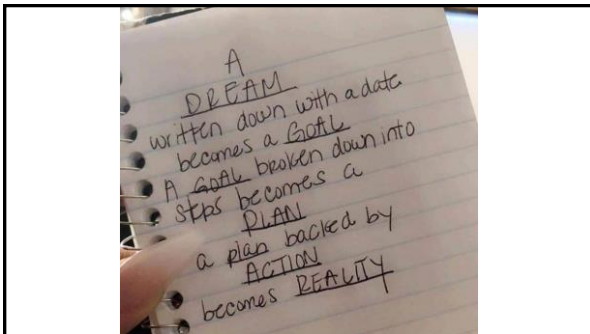
▪ **Reporting**

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▪ Annual review



Thank you!

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