

## Thunder Bay Counselling Board Orientation Check List

<b>Board Orientation will include participation in a Governance Training Session as well as the review and discussion of the following information:</b>	
<b>Name:</b>	
Board Governance – Mission, Vision, Values	
By Laws	
Board Governance Policies – Approach to Governance	
Board Planning Documents Board Meeting Schedule Policy Monitoring Roster Board Planning Cycle Board Evaluation Process Strategic Directions	
Role of Board, Officers, Executive Director, Recorder	
Fundraising – United Way activities, other	
Board process – agenda setting, web access, preparation for meetings, representing agency in the community, Board Retreat, etc.	
Statement Respecting Confidentiality – to be signed and kept on file	
Philosophy and Objectives of the Centre	
Agency Promotional Materials	
Agency Website: <a href="http://www.tbaycounselling.com">http://www.tbaycounselling.com</a> Agency Facebook: <a href="https://www.facebook.com/thunderbaycounselling/">https://www.facebook.com/thunderbaycounselling/</a> LinkedIn: <a href="https://www.linkedin.com/company/thunder-bay-counselling-centre">https://www.linkedin.com/company/thunder-bay-counselling-centre</a> Twitter: <a href="https://twitter.com/tbcounselling">https://twitter.com/tbcounselling</a> You Tube: <a href="https://www.youtube.com/user/TBCounsellingCentre">https://www.youtube.com/user/TBCounsellingCentre</a> Instagram: <a href="https://www.instagram.com/tbaycounselling/?hl=en">https://www.instagram.com/tbaycounselling/?hl=en</a>	
Agency Funding and Expenses	
Audited Financial Statements	
Banking Resolution – Policy EL4	
Annual Report - website	

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_