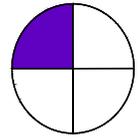


## Board of Directors Monitoring Report



**Policy Type:** Governance Process

**Policy #:** GP13

**Policy Name:** Board Planning Cycle

**Page #:** 1 of 2

**Monitoring Report: December 15, 2022**

To accomplish its job contributions with a governance style consistent with board policies, the board will follow an annual agenda which (a) completes a re-exploration of Ends policies annually and (b) continually improves board performance through board education and enriched input and deliberation.

Accordingly:

1. The Board shall maintain control of its own agenda by developing each year no later than October, an annual schedule which includes, but is not limited to:
  - 1.1. Considered review of the Ends in a timely fashion which allows the CEO to build a budget.
  - 1.2. Consultations with selected groups in the ownership, or other methods of gaining ownership input, prior to the above review.
  - 1.3. Scheduled time for education related to ends determination (for example, presentations relating to the external environment, demographic information, exploration of future perspectives which may have implications, presentations by advocacy groups, and staff).
  - 1.4. Scheduled time for monitoring of the Board's own compliance with its Governance Process policies, and for review of the policies themselves.
  - 1.5. Scheduled time for monitoring compliance by the CEO with Executive Limitations and Ends policies, and for review of the policies themselves. Monitoring reports will be provided and read in advance of the board meeting, and discussion will occur only if reports show policy violations, if reports do not provide sufficient information for the Board to make a determination regarding compliance, or if policy criteria are to be debated.
  - 1.6. Scheduled time for education about the process of governance.
2. Based on the outline of the annual schedule, the Board delegates to the Chair the authority to fill in the details of the meeting content. The detailed agenda shall be prepared jointly by the Board Chair and the CEO. Potential agenda items shall be carefully screened to ensure that they relate to the Board's job description, rather than simply reviewing staff activities. Screening questions shall include:
  - 2.1. Clarification as to whether the issue clearly belongs to the Board or the CEO.

2.2. Identification of what category an issue relates to – Ends, Executive Limitations, Governance Process, Board-CEO Relationship.

2.3. Review of what the Board has already said in this category, and how the current issue is related

**Board Met Expectations as evidenced by:** The 2022-2023 Board Priorities were approved by the Board at the October Meeting. TBC has retained a third party Consultant to facilitate the review and development of ENDS in February of 2023 during the annual Board retreat. TBC provides Board members with training opportunities across several key areas including Board Governance. The Board reviews CEO compliance with Executive Limitations and ENDS policy through routine review and especially through bi-annual performance appraisal scheduled for completion in December 2022. The Board Chair meets routinely with the CEO to review the upcoming Board agenda with a heightened focus on maintaining topics related to Governance opposed to Operational updates.

**Area for improvement as evidenced by:** N/A

**Is the policy still current and relevant?** Yes, this policy is current and relevant.

**Recommendation about whether the Policy should be revised. (Explain):** None

**Respectfully submitted by:** Tuomas Minor on December 15, 2022