

Bill Reid Foundation Policies

Policy Name: Agenda Planning 2022.1

Area: Process

Date Adopted: October 6, 2016

Reviewed: August 25, 2022

To accomplish its work with a governance style consistent with its policies, the Board will follow an agenda that:

1. Ensures that all policies are monitored and reviewed at least every two years; and
2. Provides for continual improvement of Board performance through education and enriched input and deliberations.

Accordingly:

1. A multi-year agenda cycle will be developed and followed on a regular basis. Throughout the cycle the Board will attend to agenda items as expeditiously as possible.
2. A draft Agenda with relevant documents will be circulated to members at least one week in advance of a Board meeting. In case of decisions to be taken by conference call or electronic polling, notice of motion will be circulated at least one week in advance.
3. Meetings of the Board may be held at any time and place determined by the Board provided two days' notice has been sent to each director.