

**Bill Reid Foundation Policies**

**Policy Name: Board Disciplines and Practices 2024.1**

**Area: Process**

**Date Adopted: March 31, 2016**

**Reviewed: March 19, 2024**

The Board will practice the disciplines necessary to govern with excellence. Accordingly:

1. Board members will be appointed for a 2-year term renewable 4 times for a maximum of 8 years total. At the discretion of the Board, a member's term may be extended.
2. Board members will educate themselves about Mission, Vision and Values policies, adopted Board policies, and good governance practice.
3. Board members will prepare for each meeting and will follow through on commitments made at each meeting.
4. Board meetings are for the primary purpose of getting the Board's work done in an efficient, effective and faithful manner.
  - 4.1. Notices of regular meetings will be made to all members at least one month in advance.
  - 4.2. Meeting agendas, appropriate correspondence, and supporting documentation will be distributed for receipt and consideration by all members at least one week in advance of the meeting.
5. All members will be shown respect at all meetings.
6. Members will together monitor their adherence to the Board's policies and practices.
7. Members will undertake to attend all Board meetings.
8. All significant decisions made by the Board will be by motion duly made and seconded, carried by a simple majority vote or 2/3 majority in the case of Ends policies, and recorded.
  - 8.1. Members will voice their opinions on issues to ensure the diversity of the ownership is heard. Consensus seeking may be used but will not be allowed to quiet divergent voices. The Chair will determine the appropriate time in a discussion that a motion will be made.
9. The Board will meet as often as necessary to fulfill its responsibilities, and not less than twice per calendar year. The Board will normally meet 6 times per year.
10. The Board shall exercise responsibility for establishing and monitoring its expenditure line in the Budget and shall assign responsibilities for authorizing expenses to all of its members.
11. Board Members will be encouraged to annually support the Foundation through their financial contributions.
12. The Board of Directors shall approve any terms and conditions attached to any gift of \$25,000.00 or greater [see Process Policy Development - Gift Acceptance.]