

## **Bill Reid Foundation Policy**

**Area:** Limitations

**Specific:** Communication and Support to the Board

Date Adopted: June 22, 2017

The Director and CEO shall not permit the Board to be uninformed or unsupported in its work. Accordingly, the Director and CEO shall:

- 1) Ensure that information and advice to the Board has no significant gaps in timeliness, completeness or accuracy.
- 2) Let the Board should be aware of relevant trends, anticipated adverse media coverage, and significant changes among the ownership or beneficiaries, particularly changes in the assumptions upon which any Board policy has previously been established.
- 3) Marshal for the Board as many staff, volunteers and external points of view, issues and options as needed for fully informed Board decisions.
- 4) Submit monitoring data required by the Board in a timely, accurate, and understandable fashion, directly addressing provisions of Board policies being monitored.
- 5) Present information in easily understood terms without being unduly lengthy.
- 6) Advise the Board if, in the opinion of the Director and CEO, the Board is not in compliance with its own policies.
- 7) Report in a timely manner any actual or anticipated non-compliance with any policy of the Board.
- 8) Supply for the Board's agenda any item required by law to be approved by the Board.
- 9) Report all received correspondence directly addressed to the Board or its officers and present for consideration any correspondence on matters falling within the job description of the Board.
- 10) Include the Board in the distribution of any public press release.
- 11) Provide adequate financial and personnel resources for the work of the Board, its officers and committees.
- 12) Advise the Board of the current succession plan.