

# Board Calendar 2012

	Policy Monitoring		Other Board Business	Deadlines/Topics	Important Dates
	Board	GM			
<b>January</b>	<ul style="list-style-type: none"> <li>G2 Board Job Description</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>L.8: Communication and Counsel to the Board</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Discuss plan for yearly board education</li> <li>Board nominates candidates</li> <li>Board-member committee meets to plan activities, goals for the year.</li> <li>Treasurer: Board Budget</li> </ul>	<p>Possible Topics:</p> <ul style="list-style-type: none"> <li>**Upcoming election</li> <li>Scoop deadline (March / April) February 1</li> </ul>	<ul style="list-style-type: none"> <li>Board meets to interview candidates (as needed)</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>D: Global Governance-Management Connection</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>L9: GM Succession</li> <li>L5: Financial Conditions (<b>Quarterly Report, End of Year Financials</b>)</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Board-member committee presents plan for year to board.</li> </ul>	<ul style="list-style-type: none"> <li>Possible topics:                             <ul style="list-style-type: none"> <li>**Upcoming Annual Meeting</li> <li>**Board election</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Candidate Forum</li> <li>Statements publicized through COMM POST, board-board, and website.</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>G9: Treasurer’s Role</li> <li>G10: Secretary’s Role</li> <li>G7: Board President’s Role</li> <li>G8: Vice President’s Role</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>E1: Ends</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Annual meeting agenda</li> <li>Patronage Dividend / Preferred Share decision</li> <li>Board-member committee meets—plans what to say at annual meeting with President.</li> </ul>	<ul style="list-style-type: none"> <li>Financial Statement (end of year and Q4) COMM POST</li> <li>Scoop deadline (May / June) April 1</li> </ul>	<ul style="list-style-type: none"> <li>Mail ballot sent out with candidate statement and votes counted</li> </ul>

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<b>April</b>	<ul style="list-style-type: none"> <li>Global Governance Commitment</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>L5: Financial Condition (<b>Quarterly Report</b>)</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>New board members start here.</li> <li>Yearly signing of code of conduct and ethics</li> <li>Board officer elections</li> <li>Treasurer quarterly report</li> </ul>	<ul style="list-style-type: none"> <li>Report patronage dividend/preferred shares</li> </ul> <p>Possible topics: **Introducing new board member(s)</p>	<ul style="list-style-type: none"> <li>Annual Meeting—Board election results reported.</li> <li>Board-member connection opportunity at Annual meeting.</li> <li>New board member orientation</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>G4: Board Code of Conduct</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>L10: Board Logistical Support</li> <li>L Global Executive Constraint</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Board -Member Committee Report</li> </ul>	<ul style="list-style-type: none"> <li>Q1 financials in COMM POST</li> <li>Scoop deadline (July / August) June 1.</li> </ul>	
<b>June</b>	<ul style="list-style-type: none"> <li>D1: Unity of Control</li> <li>G1: Governing Style</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>L1: Customer Treatment</li> <li>L4: Membership</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Board – member committee reports out plan for next event.</li> </ul>	<p>Possible Topics: **board trainings so far this year?</p>	

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<b>July</b>	<ul style="list-style-type: none"> <li>D2: Accountability of GM</li> <li>D3: Delegation to the GM</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>L5: Financial Condition (<b>Quarterly Report</b>)</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Treasurer: Board Budget</li> </ul>	<ul style="list-style-type: none"> <li>Scoop deadline (Sept / Oct) August 1</li> </ul>	<ul style="list-style-type: none"> <li>Possible Board-member linkage event</li> </ul>
<b>August</b>	<ul style="list-style-type: none"> <li>G5: Board Committee Principles</li> </ul> <p>Board VP records results of monitoring.</p>	<p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Board – member committee meets</li> </ul>	<ul style="list-style-type: none"> <li>Second quarter financials in COMM POST **announce upcoming board elections and call for candidates</li> </ul>	
<b>September</b>	<ul style="list-style-type: none"> <li>NONE</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>L2: Staff Treatment</li> <li>L3: Compensation and Benefits</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Board candidate recruitment process starts in earnest! Committees meet, develop schedule and timelines. <b>REPORTS to board.</b></li> </ul>	<ul style="list-style-type: none"> <li>Scoop deadline (Nov / Dec) October 1</li> </ul>	

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<b>October</b>	<ul style="list-style-type: none"> <li>G6: Governance Investment</li> <li><b>(Executive Session—verbal evaluation)</b></li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>L5: Financial Conditions <b>(Quarterly Report)</b></li> <li>GM self-evaluation due.</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Nominations progress report</li> <li>Treasurer: Board Budget</li> <li>Treasurer presents draft Board budget—discuss and vote to approve.</li> </ul>	<ul style="list-style-type: none"> <li>Possible topics: <b>**Remind people about upcoming elections and procedures</b></li> <li>Prepare written evaluation.</li> </ul>	<ul style="list-style-type: none"> <li>Board-member connection opportunity to be scheduled this month</li> </ul>
<b>November</b>	<p>D4: Monitoring GM Performance <b>(Executive Session—update and revise GM employment agreement)</b></p> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>L7: Asset Protection</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Nominations committee—progress report</li> <li>Vote on Board Budget</li> <li>Begin discussion of next year’s board learning plan (What do we want to tell the members we have accomplished next year?)</li> </ul>	<ul style="list-style-type: none"> <li>Third Quarter Financials in COMM POST</li> <li>Scoop Deadline (Jan/Feb) December 1</li> </ul>	
<b>December</b>	<ul style="list-style-type: none"> <li>G3: Agenda Planning</li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>L6: Budgeting/Financial Planning <b>Present 2012 Business Plan</b></li> </ul> <p>Board VP records results of monitoring.</p>	<ul style="list-style-type: none"> <li>Vote on Board Calendar</li> <li>Nominations report</li> <li>Schedule special nominations meeting in January (if necessary)</li> <li>Treasurer: Board Budget</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Candidate Statements Due:</li> </ul>