



**BOARD OF DIRECTORS GOVERNANCE POLICIES & PROCEDURES MANUAL
POLICY AND PROCEDURE**

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		DATE OF ISSUE:	January 29, 2007
DISTRIBUTION:	Board Governance Policy Manual	POLICY REVISION:	

OUTCOMES

PREAMBLE

Monitoring the progress of this plan will encompass the majority of the work of the Board of Directors.

POLICY

The Board of Directors will monitor the Outcomes of the organization as they are identified in the Strategic Plan.

PROCEDURE

The Executive Director will develop, for Board approval, work plans which appropriately implement the Strategic Plan.

The Board will review operational reports, developed by the Executive Director, which offer updates on achievements towards goals and objectives.

The Board may devise other monitoring processes as they determine appropriate.



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		DATE OF ISSUE:	September 28, 2009
DISTRIBUTION:	Board Governance Policy Manual	POLICY REVISION:	

STRATEGIC PLAN

PREAMBLE

The primary work of the Board is the development and monitoring of the implementation of the Strategic Plan. Strategic planning is the process of determining where the organization is going in the future and how it is going to get there. Priorities for the agency are determined along with goals and objectives and monitoring mechanisms. This is usually done with the development of a multi-year plan based upon the organizations Mission, Vision and Values. This multi-year plan is broken down into annual work plans which are regularly reviewed.

POLICY

The Board of Directors shall lead the organization through the development of a Strategic Plan. The Strategic Plan is usually a multi-year plan based upon the organization's Mission, Vision and Values.

(see attached Strategic Plan)

PROCEDURE (updated Sept 28/09)

The Board will review the work plan and objectives of the Strategic Plan on a regular basis but no less than annually.

The Executive Director is expected to provide regular status reports regarding achievements as well as challenges related to the completion of the Strategic Plan.

The Board may choose to engage an outside facilitator to assist in the development of a new Strategic Plan.

Development of a plan shall include, but will not be limited to:

- Review of accomplishments from last Strategic Plan
- SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis
- Environmental Scan
- Input from Stakeholders – community, clients & their friends & family, staff

(see attached Work Plan)