

WXPR Governance Committee Calendar

- **January: Meet with BOD for SM evaluation and any salary adjustments for the SM.**

Evaluate policy development, document review and processes for Board monitoring/oversight of operations.

- **February: Prepare self-assessment forms for each director (include evaluation of meetings/governance roles) and make time at the February BOD meeting to have members fill them out.**

Present list of candidates for ballot.

- **March: Review the BOD member self-assessments.**

Plan Board education including new member orientation, education of Board members and Board retreats. Plan formal training and education of the BOD for the change in governance roles and for bridging the BOD knowledge gaps. Identify leadership development opportunities for existing and potential BOD members to maximize each member's contributions.

- **May: Hand out and have each of the board member fill out WXPR Statement of Policy on Conflicts of Interest at the first BOD meeting.**

- **June: Review every BOD's conflict of interest statements. Make recommendations to the BOD for resolution of conflicts.**

Submit annual objectives as part of the planning and budgeting process.

- **July: Review the structure and size of the Board and the Board Committees. Assess the skills needed on the Board and begin to create a strategic plan for nominating appropriate new board positions.**

- **August: Identify and consider candidates for Board membership. Assess the skills and experience of prospective Board members.**

Review the proposed budget for the next fiscal year and make suggestions if needed to the finance committee.

- **September: Present BOD candidates to the full Board for consideration.**

- **October: Evaluate the Governance Committee's work and the objectives it has committed itself to and report on same to the BOD.**

Review the SM performance evaluation and present any changes to the BOD meeting for consideration.

- **December: Give the SM the performance evaluation for a self-assessment. Give each BOD a performance evaluation of the SM and instruct to return by the end of the month to the chair of the BOD.**