

RODS Executive Committee 2022-23 Work Plan

Date of Meeting	Work and Agenda Items	Committee Lead Accountability	Completed
September 2022 (prior to 1 st Board meeting)	Ongoing Annually - Committee's first meeting of the year following AGM, welcome new members, update Committee with Terms of Reference and establish committee meeting dates for the upcoming year. - Establish Committee annual work plan to be approved at Board September meeting. - Finalize agenda for annual Board strategic planning retreat.	Jim	yes
October 2022	Ongoing Annually Oversee and chair the annual Board strategic planning retreat.	Jim	yes
November 2022	Special Projects - Discuss format of Board meetings: in-person versus Zoom) - Discuss the need for mandatory Board PD - Discuss the need for Board curation of the website portal - Board work plan for 2022-23 year 2022-23 salary recommendations for acting ED	All	
January 2023	Ongoing Annually - Review and ensure policies are in place that define the role and parameters of the ED and the relationship with the Board (align with Governance Committee). - Discuss format of future program updates. - Review and affirm that the ED job description is up to date and in alignment with governance policy.	All	
February 2023	Special Projects - Consider alternative frameworks for ED performance evaluation and ensure that they align with strategic objectives. - Develop and present to Board for review and approval, an employment offer as ED for A/ED and a performance framework based on the objectives identified in the new strategic plan.	All	
May 2023	Ongoing Annually - Touch base with ED regarding achievements for the year and discuss key objectives for next year (no evaluation because of absence of objectives for 22-23). - Develop ED compensation proposal for 2023-24. - Propose ED's performance goals and direction for upcoming year. - Make recommendations at April/May Board meeting for approval of ED performance evaluation, goals and compensation.	All	

