



RODS BOARD ACTION ITEM TRACKER

PRESIDENT: Anda Dima

FISCAL YEAR: September 2025 to August 2026

The following Action Items are intended to improve communication and accountability within the board and with administration and to support Board participation

LAST MEETING: **November 5, 2025**

2024-25		CARRY OVER ACTIONS						
ACTION #	MEETING/D ATE	ACTION ITEM	DESCRIPTION	ASSIGNED TO/Lead	DUE DATE	STATUS	PRIORITY	NOTES/RESOURCES
15	27-Nov-24	Develop a policy for Hiring Consultants	Governance committee to discuss and develop a policy for hiring consultants.	Governance Committee	27-Nov-24	In Progress	Medium	
17	27-Nov-24	Review Risk Management	Finance Committee to review the risk registry and make a plan to update from board prospective.	Finance Committee	27-Nov-24	In Progress	Medium	
24	26-Mar-25	Unplanned Vacancy/Succession Plan	Keith to speak with Tatiana regarding expectation of filling this role if necessary	Keith	15-Apr-25	In Progress	High	
27	30-Apr-25	Balance Scorecard & CRM	Need to look at meeting targets going forward. Keith will work with Team to identify what is strategic vs. what is operational.	Keith/Mgmt		In Progress	Medium	
28	30-Apr-25	Staff Policies & Procedures	Keith to share recommended update/changes to Wendy to make update to the Staff Policies & Procedures. Keith to meet with Kate to come up with a process when policies need board approval.	Anda/Keith	24-Sep-25	In Progress	Medium	
33	18-Jun-25	Policy B-II	Board to review the policy and send any recommendations to Katherine by end of August	Kate	01-Sep-25	In Progress	Medium	
35	18-Jun-05	Nominations Committee	Any board interested in acting on the Nominations committee please email Anda.	Kate/Anda	24-Sep-25	In Progress	Medium	
36	18-Jun-25	Governance Committee - Whistleblower policy	Anda to follow up with Katherine regarding the Whistleblower Policy Board Representative.	Kate/Anda	24-Sep-25	In Progress	Medium	
ACTION #	MEETING/D ATE	ACTION ITEM	DESCRIPTION	ASSIGNED TO/Lead	DUE DATE	STATUS	PRIORITY	NOTES/RESOURCES
1	24-Sep-25	Bring' Em Up foundation	Keith to follow up with Lawyer and Foundation to finalize agreement	Keith	30-Oct-25	In Progress	Medium	
2	24-Sep-25	Metropolis Conference	Members to register for the Conference online and submit any receipts for reimbursement.	Board Mbrs	05-Oct-25	In Progress	High	
3	24-Sep-25	Code of Conduct & Conflict of Interest	Members to sign documents and send back to Shelly by the first week in October	Board Mbrs	05-Oct-25	In Progress	High	
4	24-Sep-25	Strategic Planning Committee	Members are to let Anda know if you are interested in acting on the committee and if you have any suggestions for facilitators.	Board Mbrs	05-Oct-25	In Progress	High	
5	24-Sep-25	Vice-President Role	Members are to let Anda know if you are interested in acting in the role	Board Mbrs	30-Oct-25	In Progress	High	
6	24-Sep-25	Retreat Poll	Shelly to send out the retreat date poll and members to complete the retreat poll to let us know what dates work best for you.	Shelly & Board Mbrs	05-Oct-25	Completed	High	
7	24-Sep-25	Committee List	Shelly to update the committee list.	Shelly	05-Oct-25	Completed	Medium	
8	24-Sep-25	New Board Members/Orientation	Shelly to set up portal access for new members, send out Orientation/Welcome email and meeting invite, update board list, update member list with Corporations.	Shelly	15-Oct-25	Completed	Medium	
9	24-Sep-25	Governance Committee	Katherine to follow up with Shelly to set up a meeting.	Katherine	05-Oct-25	In Progress	Medium	
10	24-Sep-25	Governance Committee	Committee to present the work plan and 82 policy changes in October	Katherine	30-Oct-25	In Progress	High	
11	24-Sep-25	Action Tracking form	Shelly to update the 2024-25 Action Tracking form	Shelly	30-Oct-25	Completed	High	
12	05-Nov-25	September Meeting Minutes	Shelly update meeting minutes with changes brought forward.	Shelly	05-Nov-25	Completed	Medium	
13	05-Nov-25	Private Foundation	Motion that the Board authorizes the Finance Committee to spend up to \$10,000 on professional fees for research and analysis on the advisability of establishing a private foundation that would hold and invest internally generated assets.	Finance Cmt	05-Nov-25	In Progress	Medium	
14	05-Nov-25	Strategic Planning Committee - Retreat Planning	Committee to follow up with consultant to confirm the proposal has been approved by the board. Keith will provide consultant with documents and information needed to conduct and environmental scan. Keith/Shelly will follow up with consult to set up meetings for phase 2 with committee, leadership team and board.	Strat Ping Cmt	05-Nov-25	In Progress	Medium	
15	05-Nov-25	Board Workplan & Terms of Reference	Shelly to update the board work plan, update Committee Terms of Reference with approval date and signature. Governance Committee to develop a Terms of Reference for the full board.	Shelly/Gov Cn	05-Nov-25	In Progress	Medium	
16	26-Nov-25	Balance Scorecard	Keith to include a partnership list similar to that in the 23/24 year. Keith to follow up with Victoria as well to include the all partnerships/funders list on website.	Keith	28-Jan-26	In Progress	Medium	
17	26-Nov-25	Policy updates	Josephine/Shelly to ensure changes/updates are completed to Bill and Governance Policy.	Josephine/She	28-Jan-26	In Progress	Medium	
18								

19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
29								
30								
31								
32								
33								
34								
35								