## SASKCULTURE INC. BOARD OF DIRECTORS POLICY

**Policy Name:** Investment in Governance Number: GP-12

**Policy Type:** Governance Process **Date Approved:** April 2000

**Latest Revision:** September 2013

Because poor governance costs more than learning to govern well, the Board will invest in its governance capacity.

- 1. The Board recognizes that continual updating of skills and awareness of new issues are vital to a Director's contribution to the Board. Therefore, it is expected that:
  - 1.1 New Directors shall receive a complete orientation to ensure familiarity with cultural issues, the organization's structure and issues, and the Board's process of governance
  - 1.2 Candidates for Board of Directors shall be provided with information that clearly outlines the role of the Board, the necessary qualifications and the Board's expectations of Directors
  - 1.3 Directors shall have ongoing opportunity for continued training and education to enhance their governance capabilities.
- 2. Outside monitoring assistance will be arranged so that the Board can exercise sufficient control over organizational performance. This includes, but is not limited to fiscal audit.
- 3. The Board will establish governance process policies and a governance action plan which will serve as measurable standards against which the Board's performance can be evaluated.
  - 3.1 Under the leadership of the chairperson, at least annually the Board will conduct a self-evaluation. As a result of this evaluation, the Board will include in its governance action plan specific goals and objectives for improvement of identified areas.
  - 3.2 The Board will monitor its adherence to its own Governance Process policies regularly. Upon the choice of the Board, any policy can be monitored at any time. However, at minimum, the Board will both review the policies, and monitor its own adherence to them, according to the following schedule:

<u>Policy</u>		Frequency: Review Policy & Monitor Compliance	Meeting
GP-1	Governance Commitment	Every meeting	Ongoing
GP-2	Board Values	Annual	October
GP-3	Governing Style	Every meeting	Ongoing
	(including orientation)		
GP-4	Board Job Contributions	Twice per year	Sept/March
GP-5	Officers Role	Twice per year	Sept/March
GP-6	Board Committee Principles	Annual	September
GP-7	Board Committee Structure	Annual	September
GP-8	Board and Committee Expenses	Annual	October
GP-9	Board Planning Cycle and Agenda Control	Every meeting	Ongoing
GP-10	Code of Ethics and Conduct	Twice per year	Sept/March
GP-11	Conflict of Interest	Twice per year	Sept/March
GP-12	Investment in Governance	Twice per year	Sept/March
GP-13	Board Linkage with Ownership	Twice per year	Oct/June
GP-14	Board Linkage with Other Organizations	Twice per year	Oct/June
GP-15	Membership	Annual	June
GP-16	Governance Succession	Annual	January
GP-17	Communities of Interest	Annual	January
GP-18	SaskCulture – SAB Relationship	Annual	October
GP-19	Harassment	Annual	January

Note: Monitor for compliance will not be conducted as part of Board conference calls.

## **Ouick reference:**

September	October/ Gathering	January	March	May/ Planning	June/ AGM
GP-1	GP-1	GP-1	GP-1	9	GP-1
GP-3	GP-2	GP-3	GP-3		GP-3
GP-4	GP-3	GP-9	GP-4		GP-9
GP-5	GP-8	GP-16	GP-5		GP-13
GP-6	GP-9	GP-17	GP-9		GP-14
GP-7	GP-18	GP-19	GP-10		GP-15
GP-9	GP-13		GP-11		
GP-10	GP-14		GP-12		
GP-11					
GP-12					

Disclaimer: SaskCulture's sample policies are being shared as reference tools only, for use by other non-profit cultural organizations. SaskCulture does not guarantee that they will be accurate or functional for other types of organizations. These documents are meant as samples only and may, or may not, reflect SaskCulture's current operations.

