

**SASKCULTURE INC.  
BOARD OF DIRECTORS POLICY**

**Policy Name:** Officers' Roles

**Number:** GP-5

**Policy Type:** Governance Process

**Date Approved:** March 2010  
**Latest Revision:** October 2013

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The Officers shall be the President, Vice-President and Past President.

1. The job of the Officers is to serve in an advisory capacity for the General Manager as required.
  - 1.1 The Officers will act in the capacity of a 'Code of Conduct Committee' when necessary.
2. The authority of the Officers will be to act on behalf of the Board in unique management situations.
  - 2.1 Any decisions of the Officers shall be ratified by the entire Board.

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**SASKCULTURE INC.  
BOARD OF DIRECTORS POLICY**

**Policy Name:** President's Role

**Number:** GP-5.1

**Policy Type:** Governance Process

**Date Approved:** April 2000  
**Latest Revision:** March 2010

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The President assures the integrity of the Board's process, and, secondarily, represents the Board to outside parties. The President is the only Board member authorized to speak for the Board (beyond simply reporting Board decisions), other than in specifically authorized instances.

1. The job of the President is that the Board behaves consistently with its own rules and those legitimately imposed upon it from outside the organization.
  - 1.1 Meeting discussion content will include only those issues which, according to Board policy, clearly belong to the Board to decide, not the General Manager.
  - 1.2 Deliberation will be fair, open and thorough, but also efficient, timely, orderly and kept to the point.
2. The authority of the President consists of making decisions that fall within the topics covered by Board policies on Governance Process and Board-General Manager Relationship, except where the Board specifically delegates portions of this authority to others. The President is authorized to use any reasonable interpretation of the provisions in these policies.
  - 2.1 The President is empowered to chair Board meetings with all the commonly accepted power of that position (e.g. ruling, recognizing).
  - 2.2 The President has no authority to make decisions about policies created by the Board within *Ends* and *Executive Limitations* policy areas. Therefore, the President has no authority to supervise or direct the General Manager.
  - 2.3 The President may represent the Board to outside parties in announcing Board-stated positions and in stating President decisions and interpretations within the area delegated to him or her.
  - 2.4 The President is authorized to approve extraordinary expenses incurred by members of the Board. Requests for approval must be presented in writing and will apply for the duration of the term unless specified in the request.
  - 2.5 The President may delegate this authority, but remains accountable for its use.

**SASKCULTURE INC.  
BOARD OF DIRECTORS POLICY**

**Policy Name:** Vice-President’s Role

**Number:** GP-5.2

**Policy Type:** Governance Process

**Date Approved:** March 2010  
**Latest Revision:**

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The Vice-President shall exercise any and all duties of the President in the absence of the President.

1. The Vice-President shall be elected by the Board annually.
  - 1.1 Election of the Vice-President shall take place by secret ballot at the first appropriate opportunity of the Board’s new planning year.
  - 1.2 The term of the Vice-President remains in effect until the next election of the Vice-President.

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**SASKCULTURE INC.  
BOARD OF DIRECTORS POLICY**

**Policy Name:** Past President’s Role **Number:** GP-5.3  
**Policy Type:** Governance Process **Date Approved:** March 2010  
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The Past President shall be the person that has immediately served as President.

1. The job of the Past President is to serve as a resource to the President or other Board members as requested.
2. The authority of the Past President is to reinforce the governing style of the Board as outlined in governance policy.
3. The Past President is authorized to approve extraordinary expenses incurred by the President. Requests for approval must be presented in writing and will apply for the duration of the term unless specified in the request.
4. The Past President shall chair an annual meeting of Past Presidents.

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