



BOARD TIME COMMITMENT

Board meetings

Up to six business meetings are held annually. They are normally Friday evening and Saturday. (6-9 hours per meeting). Days are subject to change. For the 2024/25 year meetings will be a mix of in-person and virtual.

Each board meeting requires 2-6 hours of preparation, which includes reading and reviewing materials in order to actively participate in board meetings. Materials are provided two weeks in advance of all meetings.

Training & Education Sessions

Up to four training and education sessions may be scheduled in addition to the business meetings. These are virtual, lunch and learn sessions typically scheduled over the noon hour (1 hour per meeting).

Committee meetings

All board members, whether new or returning, shall accept placement on at least one committee. Committee meetings vary in time and frequency. On average, one to three committee meetings can take place annually (1-2 hours per meeting).

Board Linkage with the Ownership

One of the major functions of the board is to connect with the ownership. This connection is through attendance at meetings, conferences and other major events, as well as to occasionally contact the ownership directly when necessary. The liaison assignment is treated as being an ambassador for the organization.

Board members can expect to cover three to five of these meeting per year. Decisions on the director attending an event are based on the location of the event as directors living nearby are chosen to represent the organization.

Additional Meetings / Events

Whenever possible the following meetings / events will be combined with regularly scheduled board meetings:

Annual Orientation – opportunity for new and returning board members to learn about working together, and for new board members to gain an understanding of the organization. (12 hours)

Strategic Planning/Retreat – opportunity for board and staff to revisit and revise all policies to enable the organization to strive toward its ends. Typically held every three or four years, with the last one held in November 2019. (16 hours).

Annual General Meeting – held in mid-June, the Annual General Meeting is held for SaskCulture to report to the membership on its yearly operations and to elect Board members. Also at this time there is an opportunity to consult with the membership and network. (6 hours)

Creative Kids Canada Charity – The board of SaskCulture Inc. will also function as the board of the Creative Kids charity. The SaskCulture board will incorporate the charity meeting schedule into its SaskCulture meeting schedule, which will not substantially extend the time of meetings as the oversight for the program has been a part of SaskCulture operations since its inception.

Consultation meetings with the membership – one to two sessions per year. These meetings are round table discussions with the membership to obtain feedback on specified topics, as well as an opportunity for general discussion. (3-4 hours per session).

Communities of Interest meetings – meetings with Communities of Interest mechanisms or, if appropriate, a group of COIs, a minimum of every three years. These meetings enable representatives of the board to gain a better understanding of the issues particular to the community. (4 hours).

SK Arts – a joint meetings between the Boards of the two organizations as required and at least every three years. (4 hours)

Other

In addition to the above meetings, the board may decide it wants to link with partnering organizations based on issues and directions the board is considering at a particular point in time. The schedule is determined by the board, as part of their own internal planning, by May each year to facilitate budget development.

In making decisions to meet with external groups, the board must take into consideration other meetings already on their annual agenda.