

# OUTSaskatoon AGM 2022

## Executive Committee Report

Chair: Melody Wood

Members: Adam Stacey, Sean Homenick, Jennifer Addley

### Role Description & Goals

The committee helps to ensure the effective governance of OUT by providing effective and timely guidance to both the Chair and the Executive Director on emerging, time-sensitive, significant issues arising between meetings of the Board of Directors. The Executive Committee is a standing committee of the Board of Directors of OUTSaskatoon.

The recently formed committees are led by the Executive Committee whose goals are:

- Committees form and prioritize an annual workplan and report on them at every board meeting. issues for the full board and committees to address.
- Review the Strategic Plan at a board retreat.
- Work in tandem with the Personnel Committee who handles the ED annual review in regards to any compensation decisions.
- Identify potential board members for the upcoming year.

### Work & Achievements

The Committees were created at the tail end of 2020. With the internal struggles that OUT was facing, there was a lot of work to do. The four committees were activated for the work that needed to be carried out so that all directors could carry the responsibility of the work. This has been working well overall in regards to our work as a governance and policy board.

The Board changed some of its processes in order to create better support for the ED. One week prior to our meetings all documents are uploaded so that all directors but especially the Executive have an opportunity to ask their questions on the Monday before the meeting. In this way, the Executive and ED are typically on the same page going into the board meeting.

The Executive Committee identified areas of improvement for the ED, who is engaged in various professional development activities to strengthen those areas, by taking a public speaking essentials class, entering a multi-class financial leadership course and creating a mentorship network in Saskatoon as well as workshops offered by various board and leadership development organizations. The Chair joins in these activities where possible. Both the Chair and ED believe in life long learning and take every opportunity for learning.

After some research, we have recently formed the Nominations & Recruitment Committee that will be formed with the Chair, Vice-Chair, ED and (next year) at least two community volunteers. Two new documents were introduced for all committees to help keep us organized. The first is the Board Composition Matrix that shows us our knowledge base and skills. This assists the Board when it comes to the AGM for who is exiting, where our gaps lie and also, what we need for what we want to accomplish in the future. The board composition matrix also affected our board process with an application on google forms, a resume and two community references.

### **Future Plans**

The board is working to create a better relationship with its staff. This has been difficult within the pandemic landscape. However, with vaccinations and public health orders being eased, there is an opportunity to strengthen this relationship.

Now that the ED has had some time to get more comfortable in her position, we are planning an in-depth strategic planning in the fall so that we can assess where we were, what we planned, how we are doing and what we can do to possibly adjust. We are currently halfway through our 2020-2025 Strategic Plan.