



OUTSASKATOON'S BOARD TIME COMMITMENT

Board Meetings

Typically, 10 meetings are held annually. They are normally every second Wednesday from 6:00 pm to 7:30 pm. For the 2023-24-year meetings will be a mix of in-person and virtual. There are no meetings in July and August. Each board meeting requires 2-6 hours of preparation, which includes reading and reviewing materials to actively participate in board meetings. Materials are provided one week in advance of all meetings. However, due to the financial struggles, meetings will need to be held more often, we are likely going to move to meetings every two weeks after the AGM but will be determined by the board and Executive Director.

Training & Education Sessions

There are training and education sessions offered by various online governance resources in addition to business meetings. These are virtual sessions which are 30 minutes to 1 hour.

Committee Meetings

All board members, whether new or returning, shall accept placement on at least one committee. There is the Executive Committee, Personnel Committee, Finance & Audit Committee, Governance & Policy Committee, Nominations & Recruitment Task Force, Board Retreat Task Force. Typically, the committees also meet 10 times per year and the task forces are at specific times of the year.

Board Connecting with Community/Members

One of the major functions of the board is to connect with the community it serves. This connection is through attendance at meetings, conferences, and other major events, as well as to occasionally contact the community 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 meetings 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 regular 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 five years with a halfway check in point. (16 hours).
- **Annual General Meeting** – Held in late-June, the Annual General Meeting is for OUTSaskatoon 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)