# BOARD MEETING SCHEDULE and AGENDA LIST
# 2024-2025

| Zoom Meeting | Face to Face Meeting | Email Motion | Board Buddies |
|---|---|---|---|

*(Updated October 07, 2024)*

Bylaw K-2: There shall be a minimum of four [regular] meetings per year.

| Date | Type of Meeting | Board Business Agenda Items | Executive Director Reporting |
|---|---|---|---|
| June 17 2024 | • AGM<br>• Zoom or TBA | • AGM | • N/A |
| **Board year starts after the AGM, when new board members have joined.** | | | |
| July - Aug 2024 | • Zoom | • Board Buddies meet with new members to go over training list | • N/A |
| July - Aug 2024 | • Zoom | • Board orientation, one-on-one. | • N/A |
| Sept 21, 2024 Morning | In person Swift Current | • Membership stats<br>• Governance Training<br>• Committee vacancies. | • Ends Monitoring<br>• EL Compliance:<br>   o EL-3, EL-4<br>• Any ELs that require Board attention<br>• EL-6 Time Sheet Summary Only |
| Sept 21, 2024 Afternoon | In person Swift Current | • Strategic Planning<br>• Goal Setting | • N/A<br>• |
| Nov 27, 2024 2-4PM | • Zoom<br>• Regular Meeting **1/4** | • ED Compensation<br>• Membership Renewal Fees<br>• Follow-Up Report Review<br>   o Tracking Culture/Recreation/Sport Opportunities PAGES 4-23<br>   o List of Programs and Services PAGES 31-37 | • Ends Monitoring<br>• EL Compliance:<br>   o EL-1, EL-8, EL-13<br>• Any ELs that require Board attention<br>• EL-6 Time Sheet Summary Only |
| Dec TBD | • Email | • SLTF Application approval | • N/A |

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| Date | Type of Meeting | Board Business Agenda Items | Executive Director Reporting |
|---|---|---|---|
| Jan 21, 2025 2-4PM | • Zoom<br>• Regular Meeting **2/4** | • Follow-Up Report Review<br>　○ Groups PAGES 24-30<br>　○ Participation PAGES 38-41<br>　○ Consultations and Visitations PAGES 47-51<br>　○ Access and Participation PAGES 59-60 | • Ends Monitoring<br>• EL Compliance:<br>　○ EL-5, EL-6, EL-12<br>• Any ELs that require Board attention |
| Mar 19, 2025 2-4PM | • Zoom<br>• Regular Meeting **3/4** | • Membership Map<br>• Travel rates<br>• Follow-Up Report Review<br>　○ Demographics PAGES 42-46<br>　○ Partnerships PAGES 52-56<br>　○ Volunteers (board and mission staff) PAGES 57-58<br>　○ Leaders PAGES 61-62<br>　○ Volunteer Development PAGES 63 | • Ends Monitoring<br>• EL Compliance:<br>　○ EL-2, EL-7, EL-14<br>• Any ELs that require Board attention<br>• EL-6 Time Sheet Summary Only |
| May 22, 2025 2-4PM | • Zoom<br>• Regular Meeting 4/4 | • Screening/approval of board candidates<br>• Set date for AGM<br>• Year-End Review (financial)<br>• Audit process begins.<br>• Determine Bylaws updates to present at AGM<br>• Follow-Up Report Review<br>　○ Awareness Promotion PAGES 64-69<br>　○ Bylaws, Policy, Meeting Management, Financial, Strat/Ops Planning PAGES 70-80<br>　○ Additional PAGES 1-3, and 81-82 | • Ends Monitoring<br>　○ Waived this meeting only, pending full year-end report<br>• EL Compliance:<br>　○ EL-9, EL-10, EL-11<br>• Any ELs that require Board attention<br>• EL-6 Time Sheet Summary Only |
| May TBD | • Email | • Approval of the audit | • N/A |
| June TBD | • AGM<br>• Zoom or TBA | • AGM | • N/A |
| **Board year starts after the AGM, when new board members have joined.** | | | |