

2023- 2024 Governance Committee Plan

The Governance Committee must develop its own 'mini' strategic plan that complements Sovereign Lake overall strategic plan

Elements of 'mini' strategic plan:

- ❖ Vision: Establish a governance model that advances recreational opportunities for members and career opportunities for staff.
- ❖ Mission: Align, and continually update, governance infrastructure to position SLNC to deliver on objectives of SLNC strategic plan.
- ❖ Goals:
 - Implement a program that ensures organizational excellence.
 - Define: organizational excellence.
 - A framework to measure organizational excellence.
 - We are effective if we have compliant governance documents in place, i.e. Club Constitution, By-laws, Policies and Procedures.
 - Gov excellence: monitoring/evaluating and guiding direction the BOD is giving staff and BOD committees
 - Evaluate the effectiveness of the BOD
 - Formalize SLNC Strategic Plan through member engagement and alignment of all staff (Through the AOP) and committee activities
- ❖ KPIs:
 - Governance:
 - Formulate governance structure to align mission, policies, procedures, by-laws, and establish associated accountability.
 - All Committees will have a final Committee Plan by Feb 2023 and by December of each following year. **Completed**
 - The BOD will assign all Policies to the appropriate committees by Feb. 15, 2023 for the committees to review and make recommendations to the BOD for updates by **November 28, 2023**
 - **GM job manual and responsibilities: draft to be completed by March 30, 2023 Not completed. Will work with new GM to complete by March 2024**
 - **Head coach manual and responsibilities: draft to be completed by March 30, 2023 New job description written. Will work with GM to create deliverables by March 2024.**
 - Complete general manager succession plan by March 30 2023. **TBD**
 - Strategic Planning:
 - Mini Strategic plans from all 10 Committees have been approved by the Board of Directors by March 31 2023 **Done**
 - **Conduct at least 4 in-person focus group discussions by April 15 2023. A little late, but done**

- Launch member survey on strategic plan by April 30 2023. New launch date of Nov/Dec 2023

❖ Implementation Plans (including timeframes/schedule)

- Bylaws will be reviewed by August 2023 by the Governance Committee. The Governance Chair will begin this process and present edits to Governance committee no later than May 8, 2023. May 2024 Any updates will be presented to the BOD at the August 2023 2024 meeting. If approved will be presented at the AGM for membership approval. It was felt starting the P&P Manual was more pressing and so have been working on that. Goal is have this completed by Nov 2023
- Assign Policies and Procedures to the appropriate committees for review and comment/edits by Feb. 15th; to be discussed at Feb. BOD; Committees will submit Policy and See above
- GM will present draft succession plan to Governance Committee by April 18, 2023 Not completed. Will work with new GM to complete by May 2024
- Strategic plan
 - The BOD will determine 3-5 KPIs based on Committee Plans
 - The focus group outcomes will be presented to the BOD by May 15, 2023
 - The BOD will engage support for Membership survey by Jan. 31, 2023
 - Membership survey results will be presented to the BOD at June BOD meeting

Due to competing priorities, the strategic plan was temporarily placed on hold. Goal to have new draft to BOD ASAP and presented at Nov. AGM.