



ANNUAL CALENDAR OF BOARD ACTIVITIES

Over the course of a year, retail boards must also carry out specific or time-bound activities that correspond to their core responsibilities. The following is a list of activities that should be scheduled and carried out on an annual basis:

- Establishing performance goals for the General Manager as per the corporate performance management framework and conducting the GM's performance assessment;
- Planning the Annual Meeting of Members;
- Establishing the learning and development program for the Board of Directors;
- Reviewing bylaws/rules and board policies (can be done every 2 or 3 years);
- Establishment/review of long-term strategic priorities and plans;
- Monitoring of progress towards achieving long-term strategic priorities and plans;
- Review and approval of the annual business plan and budget;
- Review of audited financial statements and meeting with the external auditor;
- Review of the member and community engagement plan;
- Presentation/discussion of industry trends and issues that link to the co-operative's business lines.