

Oregon Tilth

BOARD-MANAGEMENT DELEGATION

POLICY TITLE: BOARD GOVERNANCE-MANAGEMENT CONNECTION

DATE OF REVISION: 04-14-16

The board's primary connection to the organization will be through the Executive Director (E.D.). This policy clarifies that the decision-making and authority between the board and the operations of the organization is through the E.D. The E.D.'s performance equals organizational performance and will be evaluated annually.

Accordingly:

BOARD UNITY ON E.D. ACTIONS

- A. The board shall speak with one voice when communicating with the E.D.
 - 1. An individual on the board or any committee will not give direction, instructions or make requests of the E.D. unless the board has specifically authorized it.

DELEGATION TO THE E.D.

- A. The E.D. is the only link between the board and the organization, including activities and achievements.

ACCOUNTABILITY

- A. The board will hold the E.D. accountable for operations of the organization through Executive Expectations and Assurances policies. These policies limit the latitude the E.D. may use in accomplishing organizational success.
 - 1. The board and the E.D. (and other key staff) develop a strategic plan that guides the efforts of the organization over a defined period of time.
 - 2. The board holds the E.D. accountable for achieving the mission and goals in the plan and evaluates annual progress on the plan.
 - 3. The board can change any policies at any time.

EVALUATION OF THE E.D.

- A. The board will evaluate the E.D. on an annual basis based on her/his compliance with Executive Expectations and Assurances reports submitted to the board.
 - 1 The board will use Executive Expectations and Assurances Monitoring Reports and may also use Direct Inspection as needed.
- B. A report on annual strategic plan implementation progress will be included in the evaluation of the E.D.'s performance. The board will approve goals the E.D. sets for organizational progress on implementation of the strategic plan in any given year.
- C. The board may choose the frequency and other methods of monitoring the E.D. that meet the needs and resources of the organization.
- D. The annual evaluation of the E.D. will be conducted as follows:
 - 1. Monitoring Reports of Executive Expectations and Assurances are compiled on a Compliance spreadsheet covering December through November and distributed to board members.

2. The board will conduct an executive session in November to discuss the Compliance spreadsheet as well as progress on the annual goals of the strategic plan.
3. The board will conduct an executive session in December to discuss compensation adjustments and provide the E.D. with formal written feedback regarding her/his performance.
4. The E.D. will be encouraged and given an opportunity to share feedback and response to her/his evaluation.