

Board Leadership Succession Planning Procedure (Non-Binding and Advisory)

Purpose

The purpose of this procedure is to provide a structured, non-binding process for the Board to discuss leadership continuity and succession planning for Board officer positions and Board committee roles. This process is intended to promote transparency, preparedness, and continuity of governance, while preserving the Board's discretion at the time of formal elections and appointments.

Scope

This procedure applies to Board officer roles (e.g., Chair, Vice Chair, Treasurer, Secretary) and Board committee membership and leadership roles (Chairs and Vice Chairs).

Annual Timing

At a regularly scheduled, annual Board retreat meeting in or around August, the Board shall hold a discussion focused on leadership succession planning for the upcoming year.

Succession Planning Discussion

During the discussion at the annual Board retreat, Trustees may indicate interest in specific officer positions or committee roles for the following year. The Board may consider factors such as experience, continuity, workload balance, and leadership development. The Board Chair, or a designated facilitator, may summarize areas of interest and potential role alignment for discussion purposes.

Leadership Slate (If Applicable)

As an outcome of the discussion, the Board may develop a non-binding, leadership slate reflecting potential officer and committee leadership roles for the upcoming year. Any such slate is informational only, does not constitute a nomination, and does not limit future nominations or appointments. The proposed leadership slate may be referenced, in whole or in part, when making nominations during the Board's first meeting after January 1.

Preservation of Board Authority

Nothing in this procedure creates an obligation to adopt any leadership slate, limits the right of any Trustee to be nominated or to seek appointment, or constrains the Board's authority to conduct elections and committee appointments in accordance with the bylaws at the first Board meeting after January 1.

Formal Elections and Appointments

All Board officer elections and committee appointments shall occur at the first Board meeting after January 1, in accordance with the bylaws and applicable governance documents.