

BOARD OF GOVERNORS 2021-2022 Annual Work Plan

In addition to specific items listed in the Work Plan, the following Consent Agenda items will be included at each meeting:

1. Board Meeting Evaluation Report
2. Board Attendance Report
3. Chair’s Report
4. President’s Report
5. Committee Reports
6. Board and President’s Office Expense Dashboards
7. Internal Audit Reports (as required)
8. HR Updates (as required)
9. Information items (as required)
10. Other regular business items

The Board has the discretion to move items between and among meetings but will cover all Work Plan items over the course of the year.

DATE	ITEM
September 23, 2021 (NBCC Miramichi)	<ol style="list-style-type: none"> 1. Review and Approve 2021-2022 NBCC Annual Report 2. Review Summer 2020-2021 Performance Management Dashboard 3. Strategic Planning Session 4. Policy review as required 5. President & CEO Performance Appraisal: <ol style="list-style-type: none"> i. President to complete self-assessment, performance plan update and dashboard ii. Discuss President & CEO evaluation process for 2021-2022
October 21-22, 2021 (St. Andrews)	<p>Annual Fall Board Retreat</p> <ol style="list-style-type: none"> 1. Strategic Planning Session (facilitated by external consultant) 2. Discuss meeting agenda framework (oversight, insight, foresight) 3. Discuss strategic discussion topics for Standing Committees 4. Team Building Activities
December 16, 2021 (NBCC Woodstock)	<ol style="list-style-type: none"> 1. Review and Approve 2021-2022 Internal Audit Plan 2. Receive 2021-2022 Q2 Financial and Performance Information 3. Review Fall 2021-2022 Performance Measurement Dashboard 4. Review and Approve 2022-2021 NBCC Business Plan 5. Policy review as required
February 4, 2022 (Fredericton)	<p>Board Retreat</p> <ol style="list-style-type: none"> 1. Annual endorsement of Board Leadership Covenant and affirmation of compliance to the Code of Conduct Governance Policy 2. Strategic Planning Session 3. Professional Development Activity

DATE	ITEM
<p>April 21, 2022 (NBCC Moncton)</p>	<ol style="list-style-type: none"> 1. Review and Approve NBCC 2022-2027 Strategic Plan 2. Receive 2021-2022 Q3 Financial and Performance Information 3. Receive 2021-2022 Enterprise Risk Management (ERM) Report 4. Receive 2021-2022 Commercial Insurance Portfolio, including Directors and Officers Liability Insurance Coverage 5. Receive Report on Internal Control Framework: Data and Information 6. Review and Approve 2022-2023 Accountability Framework and Reporting Guide to Government (including draft 2022-2023 Performance Measurement Framework) 7. Review Winter 2021-2022 Performance Measurement Dashboard 8. Review and Approve 2022 External Nominations Report 9. Policy review as required
<p>June 15, 2022 (NBCC Saint John)</p>	<p>Regular Board Meeting</p> <ol style="list-style-type: none"> 1. Receive Report on Internal Control Framework: Capital Infrastructure 2. Review and Approve 2023-2024 Capital Budget Submission 3. Review preliminary concepts/outline for 2022-2023 Annual Report 4. Review Spring 2021-2022 Performance Measurement Dashboard 5. Policy review as required 6. Annual Board Evaluation Debrief Session 7. President & CEO Performance Appraisal: <ol style="list-style-type: none"> i. Review and recommend President & CEO evaluation process for 2022-2023 operational year <p>AGM</p> <ol style="list-style-type: none"> 8. Annual review of NBCC By-laws 9. Annual Election of Board Chair and Vice-Chair 10. Review and recommend for approval 2021-2022 Audited Financial Statements 11. Review 2021-2022 Audit Findings Report including meeting with External Auditor 12. Recommend the appointment and compensation of the External Auditor