

# Board Committee Report

## Executive Director Review Committee

**Date of Report:** Jan 20 , 2024

**Written/ Submitted by:** Colleen Hansen

**Date of Last Meeting:** Jan 4, 2024

**Date of Next Meeting:**

**Committee Update:** The ED Review Committee heard an update from Dr. Wedlund. We discussed a timeline for both annual review and contract renewal, keeping in mind that in July there is potential for a new board review committee.

### Motion/ Action Items for the Board Meeting:

No action required

### 2022-2023 Committee Goals:

Goal	Notes	Due Date/ Complete?
<b>Complete the Director Review</b>	using the rubric created by the committee, complete annual review of the director	June 2024
<b>Set up a process for contract renewal</b>	in discussion	June 2025

Month	Task	People Involved
<b>July</b>	Present new goals and measurements to BoD for approval	ED Review Committee, ED BoD (for approval)
<b>August</b>	ED Review Committee checks in with ED (may happen monthly, but at least quarterly-ish)	ED Review Committee, ED
<b>November</b>	ED Review Committee checks in with ED	ED Review Committee, ED

<b>January</b>	ED Review Committee checks in with ED	ED Review Committee, ED
<b>March/April</b>	ED Review Committee checks in with ED	ED Review Committee, ED
<b>May</b>	Review past year's progress on goals, finalize ED year-end review (to present to BoD in June)	ED Review Committee, ED
<b>June</b>	Final evaluation/ review of Executive Director  Begin a draft of new goals based on the review, Strategic Plan, etc.	Board, ED (may be facilitated by the ED Review Committee)  ED Review Committee, ED
<b>As Needed</b>	Present updates and edits on ED goals for BoD approval	ED Review Committee, ED, BoD
<b>Quarterly/ As Needed</b>	Present progress on goals to BoD	ED, ED Review Committee