



Lower Columbia

Estuary
Partnership

BOARD DEVELOPMENT PLAN

Overview - Board Development Committee, Board Development Plan, Recruitment Recommendation for 22/23.

Board Development Committee:

Who?

- Irma Lagomarsino, Chair
- Jane Bacchieri
- Tabitha Reeder
- Rian Sallee

Staff Support:

- Elaine Placido, Executive Director

- What?
 - Developed the Board Development Plan for approval by the full Board
 - Developed a committee structure proposal for approval by the full Board
 - Reviewed By-Law and Policy amendments to support the Plan
 - Developed a modified Recruitment Proposal for 22/23
- All Board Development proposals have been reviewed by the Executive Committee and approved for full Board review.

Board Development Plan Overview:

The Board Development Plan provides details and supports the strategy for leadership development, consistent with Estuary Partnership's strategic plan:

Goal #4: The Partnership's operations are grounded in organizational values and long-term sustainability

- Strategy 4.4 - Establish or renew Board operations and structures that support the core values and strategic direction expressed in this plan.

Sections include:

- Board Job Description
- Board Composition and Profile Grid
- Board Recruitment Process
- Board Orientation Process
- Board Structure and Use of Committees
 - *Executive Committee Charter*
 - *Board Development Committee Charter*
 - *Finance Committee Charter*
- Board Workplan
- Board Evaluation Process

Board Job Description and Requirements for Service:

The Board JD includes oversight of the organization in the following areas:

- People
- Strategy
- Revenue
- Finance
- Community Relations
- Operations

Requirements for Board Service:

- We are ideally looking for leaders with:
 - A demonstrated interest in the organization's mission and goals.
 - Commitment to diversity, equity, and inclusion (DEI) broadly and to Estuary Partnership's DEI strategy implementation specifically.
 - Specific experience and/or knowledge in at least one of these areas: human resources, leadership development, strategic thinking or planning, fundraising, finance, public relations, communications and marketing, operations.
 - Connection with a key constituency or segment of the population of the community.
 - Be willing to learn and to expand board responsibilities through orientation and ongoing training.
 - Be willing to represent the organization to the community.
 - Four to ten hours per month – for example:
 - 3-4 hours – prepare for, attend, and participate actively in board meetings (quarterly)
 - 2-3 hours – prepare for, attend, and participate actively in one or more committee meetings
 - 1-3 hours – other special requests, including participating in board fundraising activities and making a financial contribution to Estuary Partnership.

Board Composition

We seek people with the time and ability to participate and people with the potential to serve in a board leadership role in the future, as a board officer or committee chair. Based on our Board Job Description, our ideal board includes the following:

Skills and Knowledge	Connections, Influence, and Representation	Demographics
<ul style="list-style-type: none">■ Strategic planning / thinking■ Business operations■ Fundraising, esp. major gifts■ Finance■ Human resources / org dev■ Columbia River Basin■ Climate change■ DEI■ Environmental justice■ Education	<ul style="list-style-type: none">■ Federal agencies■ Tribal government■ State and local government■ Port / maritime industry■ Nonprofit / community■ Real estate industry■ Financial / investment sector■ Business / corporate / industry■ Research institutions■ Funders and donors	<ul style="list-style-type: none">■ Geographic - WA■ Geographic - OR■ BIPOC Leadership■ Gender Identity■ Disability■ Youth Leadership■ LGBTQIA+

Board Recruitment:



Develop Criteria - using the Board Profile Grid



Identify Prospects



Narrow the List



Assign Contacts



Contact Top Prospects



Invite Mutual Learning



Follow The Estuary Partnership Process - Review and recommend the final slate for Board Approval



Board Workplan:

- This quarterly calendar identifies the key goals of the Board and each Committee
- Deviations for this year are recommended so that we can move into the coming year in alignment with the Plan, primary deviation is to the proposed Recruitment Schedule for this year:
 - Rather than a year long process, as outlined in the Plan, we will spread it over the summer with final slate in September
 - The Proposed extended terms (through September) will be in the Board Action Items later during this meeting

Committee Structure:

- Multiple Committee Charters in the Plan:
 - Executive Committee
 - Board Development Committee
 - Finance Committee
 - Fundraising Committee
- Given the amount of time required for these roles, the Board Development Committee recommends:
 - Maintain two standing Committees through 22/23 - the Executive Committee and Board Development Committee
 - Build the Board membership and capacity to stand up the Finance and Fundraising Committees during the 23/24 year.
 - Ideally, we will not have Board members serving on multiple committees, participation will be more coordinated and equitable.

Evaluation:

- This section describes our process for ensuring that board members check in with the commitments they made individually and as a group. Absent any evaluation, the board may have more difficulty following through on its commitments or deciding collectively whether, when, and how to remove barriers or reset the board's goals.
- This is a chance for board members to pause to take stock of how the board is functioning as a team, and how well individual board members are fulfilling their role.
- Two areas of evaluation:
 - Questions for the Board as a whole
 - Questions for Individual Leaders
- A report back to the full board on themes from these conversations will identify needs, areas of growth, and other opportunities to engage the board more completely.

Board Development
Committee
Recommendations
before Board:

- Later in this meeting, the Committee will be recommending approval for the following:
 - The Board Development Plan
 - By-Law and Policy Amendments to support the Plan
 - Committee Structure including two standing committees - Executive and Board Development Committees - during the coming year. Standing up the Finance and Fundraising Committees in the following year.
 - Board member recruitment proposal and extended Terms through September 2022
- Questions?