



MAC Board Calendar as of 10/1/2019

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept
1. Meeting Schedule												
General board meeting		14th		9th		12th		14th		9th		10th
Finance Committee meeting												
Fundraising Committee meeting												
Public Policy Committee meeting												
Board Development Committee												
2. Strategy Formulation												
Staff Annual Strategic planning							X					
Approve/Review strategic plans								X				
Complete Quarterly Implementation Steps			X			X			X			X
Approve budgets									X			
3. Executive Director												
Assess performance (full year)				X								
Review succession planning				X								
5. Accountability												
Financial reports												
• Review quarterly financials	X			X			X			X		
• Review year end financials										X		
• Review 990												X
• 100% Board participation in GTMD		X										
Annual report												
• concept/drafts										X		
• approved											X	
6. Monitoring and Supervision												



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ED review staff performance annually	X											
ED Review staff succession planning			X									
Review board conflict of interest reporting		X										
7. Policy Making and Review												
Review bylaws				X								
Review policy manual						X						
Review financial guidelines								X				
Review delegated financial authority								X				
Review Insurance policies										X		
8. Corporate Governance												
Review board performance, including board succession											X	
Review committee meeting schedule				X								
Review board composition						X						
Actively recruit new directors	X	X	X	X	X	X	X	X	X	X	X	X
• Approve slate of new directors											X	
Meetings without management												
9. Stakeholder Communication												
Annual meeting with members												X
ED Meet with coalition directors	X	X	X	X	X	X	X	X	X	X	X	X
Release electronic newsletter	X	X	X	X	X	X	X	X	X	X	X	X
Other key stakeholder events							X					