

AVAC Board of Directors – 2024 Calendar

This is the proposed cadence for 2024 Board meetings and committee calls. The Board determined that an in-person meeting of the Board of Directors would be appropriate for September 2024. *Please Note: Meetings dates are TBD based on results of doodle polls Board members will be asked to complete.*

- Total meeting hours requested for 2024 (three virtual and one in-person full BOD mtg)
 - 18-20 hours for full BOD (4 meetings, including 2-day in-person; represents increase of 6-7 hours in our annual request)
 - +4 hours for Exec Committee (-30-minute change from 2023 because the auditor call in 2023 required additional half hour meeting)
 - +4 hours for EDI Advisory Committee (+2 hours change from 2023 for regular cadence with staff EDI LC)
 - +2.5 hours for Nominating Committee (-45-minute change from 2023 to reflect streamlined process)

- Total meeting hours requested for 2023 (three virtual and one in-person full BOD mtg)
 - 12-13 hours for full BOD (4 meetings)
 - +4.5 hours for Exec Committee
 - +2 hours for EDI Advisory Committee
 - +3.25 hours for Nominating Committee

| January | | | |
|-----------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| February | | | |
| Exec Comm – Q1 Call | Week of Feb 5 | • Review, approve agenda for Q1 Board Meeting | 1 hr |
| EDI Advisory Committee | Week of Feb 12 | • Kickoff meeting between EDI Advisory Committee and EDI LC to discuss 2024 workplan & BOD EDI agenda | 1 hr |
| Nominating Committee Call | Week of Feb 26 | • Review current Board composition • Identify recruitment targets and priorities for 2024/2025 • Committee members share names for potential candidates • Align on outreach plan | 1 hr |
| March | | | |
| Q1 Board Meeting | Week of March 11 | • 2023 MEL Year-in-Review | 2 hrs |
| April | | | |
| Nominating Committee Call | Week of April 29 | • Review Board candidates for referral for vetting by Blair and/or Mitchell | 1 hr |
| May | | | |
| EDI Advisory Committee Call | Week of May 6 | • Plan for EDI activities at Q2-Q4 Board meetings | 1 hr |

| June | | | |
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| Exec Comm – Q2 <i>With Nominating Committee for first half</i> | Week of June 3 | <ul style="list-style-type: none"> • Review and approve Q2 Board Meeting Agenda • Review proposed candidates from Nom Com and plan for candidate nominations at Q2 Board meeting | 1 hr |
| July | | | |
| Q2 Board Meeting | Week of July 8 | <ul style="list-style-type: none"> • Mid-year Work Plan and MEL review • Mid-year Finance and Fundraising Update • Risk Management Update • EDI Update • Strategic Issue Discussions • New Board Member Nominations and Votes | 3 hrs |
| EDI Advisory Committee Call | Week of Jul 15 | <ul style="list-style-type: none"> • Q3 Meeting EDI Session planning | 1 hr |
| August | | | |
| | | | |
| September | | | |
| Exec Comm Q3 | Week of Sept 2 | <ul style="list-style-type: none"> • Review and approve Q3 Board Meeting Agenda • Audit Report presentation | 1 hr |
| Q3 Board Meeting: 2 days, in-person | Week of Sept 23 or 30 – TBC based on Board and office space availability | <ul style="list-style-type: none"> • Strategic Issue Discussion • EDI Session | ~12 hrs <i>with dinner one night</i> |
| October | | | |
| EDI Advisory Committee Call | Week of Oct 14 | <ul style="list-style-type: none"> • Planning for the Board’s 2025 EDI activities • Review plan for EDI session at Q4 Board meeting | 1 hr |
| November | | | |
| Exec Comm – Q4 | Week of Nov 11 | <ul style="list-style-type: none"> • Review and approve Q4 Board Meeting Agenda • ED performance review/next year plan | 1 hr |
| December | | | |
| Q4 Board Meeting | Week of Dec 9 | <ul style="list-style-type: none"> • Review delivery of 2024 workplan and budget • Approve 2025 Workplan and Budget • Risk Management Update • EDI Session • ED Performance Review | 3 hrs |