



Policy Section 1: GOVERNANCE

Policy #: 1.5

Policy: Board Self-Evaluation Policy

Revision: Rev 1

Approval: August 10, 2022

1. Purpose:

- 1.1 To describe The Flower Cart Board of Directors' approach to completing an annual review and self-evaluation of how Directors perceive Board performance.

2. Definitions:

3. Detailed Policy Statement:

- 3.1 This policy addresses the feedback required to ascertain that the Directors are cognisant of the responsibilities of the Board, their performance as an individual Director, feedback to the Board Chairperson, and evaluate the Board's performance in relation to its responsibilities.
- 3.2 Policy 1.5.1 contains the Board Self-Evaluation Questionnaire.

4. Implementation:

- 4.1 The Questionnaire will be completed on a yearly basis by all Directors and the Chief Executive Officer.
- 4.2 The Questionnaire results and summary are to be completed and presented at the April Board Meeting.

5. Applicability:

- 5.1 Board of Directors

6. Policy Authority:

- 6.1 Board of Directors

7. Related Policies, Procedures and Documents:

- 7.1 Policy 1.1 – Statement of Governance Style
- 7.2 Policy 1.5.1 – Board Self-Evaluation Questionnaire
- 7.3 Policy 2.1 – General Duties of the Board of Directors
- 7.4 Policy 2.1.1 – General Duties of Individual Directors
- 7.5 Policy 2.2 – Directors Code of Conduct
- 7.6 Policy 2.2.1 – Procedural Guidance for Directors Code of Conduct
- 7.7 Policy 2.3 – Conflict of Interest
- 7.8 Policy 2.3.1 – Procedural Guidance for Conflict of Interest
- 7.9 Policy 2.3.2 – Director’s Acknowledgement for Conflict of Interest
- 7.10 Policy 2.4 – Confidentiality of Information
- 7.11 Policy 2.4.1 – Director’s Agreement for Confidentiality of Information
- 7.12 Policy 2.5 – Social Media
- 7.13 Policy 2.7.1 – Job Description Board Chairperson
- 7.14 Policy 3.1 – Board of Directors – Chief Executive Officer Relationship
- 7.15 The Flower Cart By-Laws

8. Record of Amendments:

Revision #	Summary of Revision	Date Approved
Rev 0	Original Issue	April 27, 2021
Rev 1	Changed Executive Director to Chief Executive Officer	August 10, 2022