

Girl Scouts of Western Ohio
4930 Cornell Road
Cincinnati, OH 45242-1804
513-489-1025 or 1-800-537-6241
Fax: 513-489-1417
www.girlscoutsofwesternohio.org

Date: January 15, 2009
To: Board of Directors
From: Nancy C. Dawes, Chair
Subject: Board Monitoring

The following monitoring issues are scheduled for the January board meeting. Please review these issues and be prepared to discuss at our meeting. Thanks.

1. Revisions to Policy 2.9: In our November, 2008 board meeting, the issues about communication to the board concerning financial issues was discussed. Sue Stratton, Governance Consultant, provided several suggestions. I would like to propose the following revision to Policy 2.9 (shown in italics):

“Let the board be unaware of relevant trends, anticipated adverse media coverage, threatened or pending lawsuits, material external and internal changes, *including material variances of actual to budget performance*, particularly changes in the assumptions upon which any board policy has previously been established.”

Barbara has defined “material variances” as significant shifts of 10% or more in the investment portfolio, a shift in any large United Way allocation, decreases in other significant revenue streams of greater than 5%, or shifts in significant budgeted expenses of more than 10%.

This revision would address concerns that the board be kept informed about financial issues and would communicate the board’s specific expectation to the CEO.

2. Monitoring of Policies 3.6, 3.7, and 4.0: According to the board’s monitoring schedule, Policies 3.6, 3.7, and 4.0 are to be monitored at the January board meeting. Attached, is a copy of the “Board’s Compliance Monitoring Tool”. You are asked to take a few minutes to review each of these policies and to complete a monitoring tool form for each of the three policies. We will collect these forms at the meeting, compile the results, and provide a summary report to all board members. We can briefly discuss any action that is needed at a future board meeting.

As a reminder, the following task group and committees were appointed during 2008:

- Audit Committee (which also served as the Direct Inspection Task Group)
- CEO Performance Review Process Task Group
- Annual Meeting Task Group
- Investment Task Group

Our Mission

*Girl Scouting builds girls of courage, confidence, and character,
who make the world a better place.*



Board Compliance Monitoring Tool

Board Means Policy being monitored: 3.6 - Board Committee Principles

Review all sections of the policy listed and evaluate our compliance with policy.

1. Indicate item by item if you believe Yes No Are we in strict compliance with the policy as stated?
2. If you indicated that the Board is not in strict compliance with the policy as stated, please indicate what you notice that gives evidence that we are **not** in compliance?

3. How do you think we could improve our process to be in full compliance?

4. What do we need to learn or discuss in order to live by our policies more completely?

5. Does this policy remain in compliance with the Policy Governance model in terms of content and format?

Yes No



Board Compliance Monitoring Tool

Board Means Policy being monitored: 3.7 – Board Committee Structure

Review all sections of the policy listed and evaluate our compliance with policy.

1. Indicate item by item if you believe Yes No Are we in strict compliance with the policy as stated?
2. If you indicated that the Board is not in strict compliance with the policy as stated, please indicate what you notice that gives evidence that we are **not** in compliance?

3. How do you think we could improve our process to be in full compliance?

4. What do we need to learn or discuss in order to live by our policies more completely?

5. Does this policy remain in compliance with the Policy Governance model in terms of content and format?

Yes No



Board Compliance Monitoring Tool

Board Means Policy being monitored: 4.0 – Global Governance-Management Condition

Review all sections of the policy listed and evaluate our compliance with policy.

1. Indicate item by item if you believe Yes No Are we in strict compliance with the policy as stated?
2. If you indicated that the Board is not in strict compliance with the policy as stated, please indicate what you notice that gives evidence that we are **not** in compliance?

3. How do you think we could improve our process to be in full compliance?

4. What do we need to learn or discuss in order to live by our policies more completely?

5. Does this policy remain in compliance with the Policy Governance model in terms of content and format?

Yes No