

MEMO

Attachment A



Date: June 14, 2013
To: Board of Directors
From: Roni Luckenbill, CEO
Subject: Monitoring of Executive Limitations 2.1, 2.2, 2.3

In preparation for the June board meeting, please review the attached monitoring reports for Executive Limitations 2.1, 2.2, and 2.3 (Attachment B).

I look forward to sharing the report with you at the meeting, and according to Policy Governance, you should look for the following in Executive Limitations monitoring reports:

1. Enough evidence to overcome any reasonable doubt as to whether the expectations have been fulfilled.
2. Reasonableness of the CEO's interpretation.
3. Operational definitions when possible and appropriate.
4. Data selection to support the CEO's interpretation.
5. Actual data to show compliance.
6. Interpretation that shows results-orientation, not an accounting of activities.
7. Comparisons to objective standards of performance or administrative practices.

In addition, please be prepared to complete and submit the monitoring report evaluation at the meeting (Attachment C).