

Girl Scouts of Western Ohio
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Date: September 10, 2009
To: Board of Directors
From: Barbara J. Bonifas, CEO
Subject: Property Study Task Group Charges

Attached are draft charges for a Property Study Task Group. Girl Scouts of Western Ohio has a large investment in properties throughout our council jurisdiction. This task group will be charged with developing criteria for evaluation of council properties, which will include the identification of the principles, values, and processes to be used in analysis of our council-owned and leased properties. The work completed by this task group will allow the board to begin to consider the status of our properties and may lead to the charter of another task group to make property recommendations to the board.

The only action requested for the September board meeting is approval of the charges.

Our Mission

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



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Property Study Task Group Charges

Purpose:

To define the criteria to be used to guide future decision-making regarding council-owned and leased properties. These criteria will include principles, values, and processes to be used in evaluating properties and will form the foundation for future development of a long-range report on the projected needs of the council, usage of council-owned and leased properties, as well as factors impacting these properties.

Charges:

1. Identify principles, values, and processes for use in analyzing and evaluating council-owned and leased properties. This will include the identification of key stakeholders and processes to gather input from key stakeholders (including board members) and review of past property management criteria used in legacy councils.
2. Identify key issues/questions that will likely arise in the next 2-5 years regarding property usage (i.e. infrastructure problems, cost of maintaining specific buildings, excess capacity).
3. Using input from board members and other key stakeholders, develop criteria, which incorporates the principles, values, and processes, to be used in the analysis and evaluation of council-owned and leased properties.
4. Provide report to board of directors with recommendations on criteria to be used by a future task group in the analysis of council properties.

Composition:

1. Task group will be comprised of 6-8 board members, volunteers, and paid staff members, representative of the council jurisdiction, with knowledge and experience in: one or more of the following areas: long-range property planning, strategic planning, program, environmental issues, demographics.
2. Members must be willing to maintain confidentiality about committee discussions.
3. Members must be available for day-time meetings and must be willing to travel to various locations within the council jurisdiction.

Timeframe:

December 2009
Spring/Summer 2010

Task group recruited
Report submitted to board of directors for approval

Accountability:

To the Board of Directors

Anticipated Next Steps:

Following completion of this work, a task group of the board will be charged with providing an analysis of existing properties based on these criteria and will make recommendations to the board regarding future decision making on issues concerning council-owned and leased properties.