

# Policy 2.05 - Board Planning and Agenda

The Board will carry out its responsibilities using a governance style consistent with Board policies by:

- Re-exploring Mission and Objectives policies periodically.
  - Holding an annual planning session.
  - Continually improving its performance through Board education and enriched input and deliberation.
  - Annually reviewing actual revenues and expenditures against approved budget plan.
  - Periodically reviewing actual performance against the approved College Strategic Plan.
1. The agenda for all Board meetings will be prepared by the Chair after consultation with the President and based on input from other Board. The agenda will be delivered to the Board at least five (5) days before the meeting.
  2. At its regular monthly meetings, the Board will follow an agenda that implements the Board policy on Governing Style.
  3. Education, monitoring, input, and deliberation will be paramount in structuring meetings and other Board activities.
  4. The annual planning session will be held no later than April.
    - a. The College Mission will be reviewed at the annual planning
    - b. Budget parameters and priorities will be established at the annual planning session.
    - c. Subjects for Board discussion and action during the following year will be developed at the annual planning session.
  5. The College budget will be approved by the Board annually in June. Revised budgets will be submitted to the Board for approval as necessary during the fiscal year but no more often than quarterly.
  6. Board policies and policy revisions will not be adopted until they have been considered at a minimum of two meetings, unless Board action waives this requirement and immediate effect is authorized.

## Historic Information

- Revised: October 18, 2023
- Reviewed: 2005-2009
- Revised: August 25, 2004
- Reviewed: December 18, 2002