

## **BAPL BOARD MONTHLY TASKS**

This is a typical year of board activities, which can be adjusted as needed.

### JANUARY

- Election of Officers
- Commitment of Trustees (Board Membership Agreement)
- Set Committee Meeting Dates and Discuss Goals

### FEBRUARY

- Board Seminar—Review of previous year
- Share Committee Goals for 2019
- Discuss Goals of the Executive Director

### MARCH

- Approval of method for evaluation of Executive Director for 2019
- Committee Reports and Plans

### APRIL

### MAY

### JUNE

### JULY

- Board Seminar

AUGUST—no meeting

### SEPTEMBER

- Present Preliminary Budget
- Set Budget meetings with each municipality

### OCTOBER

- Completion of Budget
- Meet with Municipalities
- Collect Data for Evaluation of Executive Director

### NOVEMBER

- Proposed Meeting Dates
- Formation of Nominating Committee
- Evaluation of the Executive Director Draft Report Completed

### DECEMBER

- Board Self Evaluation and review of year; preliminary goal setting
- Meeting with Executive Director to Review Evaluation