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**Terms of Reference are up to date and reviewed annually at the first meeting of the year. Recommendations from review are shared with the Board.**

**Date:**

**Standing Committee:**

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|            |                          |   |
|------------|--------------------------|---|
| 2023-04-17 | Governance               | 5 |
| 2023-04-17 | Goverance                | 4 |
| 2023-05-03 | Capital Expansion commit | 4 |
| 2023-05-03 | Governance               | 5 |

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**Terms of Reference clearly outline the committee purpose, membership, role and meeting parameters.**

**Work is directly related to the organizational strategic plan, goals and priorities.**

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| Is still relevant and needs to exist. | Work follows the Clinic bylaws and Governance policies and procedures. |
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| 5                                     | 4  |
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| 5                                     | 4  |

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| Has the right amount of people to complete its work. | Expectations are reasonable and can be accomplished within time frames. |
|--|---|
| 4  | 4   |
| 4  | 4   |
| 4  | 4   |
| 3  | 4   |

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**Follows meeting protocols including keeping minutes which are shared with the Board.**

**Members are prepared for meetings and readily follow up on commitments.**

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**Facilitates a respectful working environment. Encourages equal member contribution and sharing of work.**

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| Evaluates its own performance and acts upon the results. | Area of Strength                                 | Areas requiring Improvement  | General Comments   |
|--|--|--|--|
|  | 4 Consistency and regular meetings with feedback | I believe this is occurring as a result of new membership              | Overall good   |
|  | 3 Committed members                              | Possibly more members  |  |
|  | 4 Appropriate representation on the committee    |  | I don't have an issue with the committee but rather a general frustration with the ministry process beyond our control |
|  | 4 Reviews perspectives of all committee members. | Need a regular review of policies and potential need for new policies. | Need to have regular bimonthly meetings or at least 4 regular meetings per year.                                       |

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**Ideas on how to improve this tool**

**Recommendations to the Board** The best qualities of this tool are: include:

I think having a chair with more  
experience for this role will be  
beneficial

concise

Can't think of anything

Have four people sit on  
Governance committee

Need to have a schedule for  
governance committee meetings. Allow for comments

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