

Sonoma Valley Fund

Governance Goals and Activities for 2015 – 2016

1. **GOAL:** Conformity of board policies and practices with known nonprofit board best practices and actual SVF board actions.
ACTIVITY: Review and revise, if needed, current policies and practices. Suggest additional policies, as appropriate.

2. **GOAL:** Developing a board bench list that is a living document, and useful to SVF over the long term.
ACTIVITY: Build board candidate bench and develop collateral materials for use with candidates and new board member orientation.

3. **GOAL:** A board that is informed about governance matters pertaining to SVF and Community Foundation Sonoma County.
ACTIVITY: Determine governance topics for inclusion in annual board meeting calendar

Sonoma Valley Fund Nominations Schedule
2016 Board Candidate Slate

Timing	Task
May Board Meeting into early June	<ul style="list-style-type: none"> • Assess current board strengths and gaps • Establish board recruiting goals for next year • Identify possible board candidates (through one-on-one consultations and board discussion at May meeting) • Collect input on candidates (without directly speaking with any of them)
June Executive Committee Meeting	<ul style="list-style-type: none"> • Review list of board candidates with EC • Collect additional candidates • Create proposal for Board Candidate Slate (tiered)
July Board Meeting	<ul style="list-style-type: none"> • Review & Approve Tiered Board Candidate Slate <ul style="list-style-type: none"> ○ Ok to recruit and ask Tier 1 candidates ○ Ok to recruit and ask Tier 2 candidates with approval of the EC • Identify teams to recruit each of the Tier 1 Candidates
August Executive Committee Meeting	<ul style="list-style-type: none"> • Monitor recruiting successes (and rejections) • Modify Tier 1 list (add/delete/note feedback) • Move select Tier 2 candidates to Tier 1 (if appropriate)
September Board Meeting	<ul style="list-style-type: none"> • Update the Board on board recruiting successes and challenges
October Executive Committee	<ul style="list-style-type: none"> • Update the Executive Committee on board recruiting successes and challenges
November Board Meeting	<ul style="list-style-type: none"> • Recommend the election of a slate of 2016 SVF Board Members • Elect 2016 slate of Officers for SVF
December CFSC Board Meeting	<ul style="list-style-type: none"> • CFSC Board elects new SVF Board Members

The following names are currently on the board prospects list. You were asked to review this list and for those you know, provide a brief perspective:

- Gerry Brinton
- Cathy Good
- Eric Bradley
- Steve Sangiacomo
- Larry Bracket
- Lou Perlson
- Claudia Mendoza-Carruthers
- Bill Sanderson
- Erin Riley
- John Gurney
- Robert Kowal
- Rosemarie or Steve Marks
- Jon Parker
- Lucy Weiger
- Whitney Spagnola
- Jeff Bundschu
- Ben Sessions
- Pam or Fred Gilbert
- Donald Van deMark
- Maurice Tegelar
- Chip Allen
- Patsy Wynne
- David Good
- Gary Nelson
- Bob Nicholas
- Vicki or Dave Stollmeyer
- Sharon Nevins
- Phil Woodward

Sonoma Valley Fund Process for Developing Board Bench

The Governance Committee:

1. Presents any existing board bench list with past names to board, and board offers possible new names.
2. Seeks names from Community Foundation Sonoma County (CFSC) and other sources.
3. Discusses the names more in depth with recommender, and completes a recommendation form (if not already completed by recommender).
4. Reports to SVF board on results of meetings and discusses with board proposed candidates and suggested functional board role for each candidate.
5. Informally confirms interest of proposed candidates and discusses with them the functional role they would assume upon joining the board. Meets with them, possibly along with other invited board members.
6. Offers proposed slate of candidates to CFSC board for its approval.
7. At the December board meeting, offers proposed slate to SVF board for election, along with reelection of continuing board members and assigned board roles.
8. If determined to be appropriate dependent on the circumstances, may send thank you notes to individuals who remain on the bench list who might be prospective future board members.

SONOMA VALLEY FUND
BOARD BENCH LIST RECOMMENDATION FORM

Please Complete to the Best of Your Ability

Name _____
Address _____
Work Phone _____
Home Phone _____
Mobile Phone _____
Email _____

How do you know this person?

Their career or employment?

What qualities and skill sets does this person possess that cause you to recommend them?

With what boards or volunteer work has this person been involved?

Is there a particular Board position for which you think this person would be well-suited and why?

Do you think this person would have sufficient time to dedicate to Sonoma Valley Fund responsibilities (meetings, reports, assigned position responsibilities)?

Any additional information you think pertinent?

SUBMITTED BY _____
Date: _____ Phone _____