

Board Responsibilities

Policy Type: Governance Process

Policy Number: # 102

Date Approved: 10/16/97

Date Amended:

The Victoria Airport Authority is responsible for:

- a. prudent direction *and monitoring* of management to discharge fiduciary responsibility;
- b. formation of sound and effective policies at the broadest level;
- c. political interaction. This will require the Chair or other Board members as designated to be in attendance when meetings are held with elected government officials, *except where a nominee is discharging his obligation to meet with his or her nominator which may be in the company of the chair or other member*;
- d. the establishment of the Board's mission, vision accompanied with an ongoing review of the strategies associated with the same;
- e. the establishment of quality control *and performance monitoring* procedures. This includes methods to evaluate the goals and objectives of the organization to determine effectiveness and performance;
- f. ensuring adequacy of resources - human, financial and material;
- g. ensuring a dispute resolution mechanism is in place that requires a resolution to be reached in a timely manner;
- h. establishment of an ongoing Chief Executive Officer's evaluation process;
- i. establishment of an ongoing Board and Committee evaluation process;
- j. ensuring effective internal and external communication processes are maintained. This includes communication *amongst* Board members, Board to committees, committees to committees, Board to staff and vice versa, and Board to other stakeholders within the community serviced by the Victoria International Airport; and
- k. the Board being available as an advisor/councilor to the Chief Executive Officer.