



## MEMO

To: ACF Board of Trustees  
From: Anne Sapon, Governance Committee Chair  
Date: February 7, 2024  
Re: Board Assessment Priorities

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In 2023, the Board of Trustees conducted its first self-assessment. Based on findings from the report and discussion at the September 2023 Forum, the following priorities have been identified for focus in 2024.

### **Strategic Plan Progress**

Staff will provide more progress reports on the strategic plan, in particular the Endowment Growth plan. Progress will be shared in written reports every board meeting, in addition to “deep dives” on each strategic plan area, scheduled for Board of Trustees meetings throughout the year.

### **Relationship with NMCT**

Steps are actively being taken to clarify the goals and direction of NMCT, including expansion of the current NMCT Board of Trustees. Communication on this will be provided to the ACF Board of Trustees either through report-out or written memo at each ACF Board of Trustees meeting.

### **CEO Succession Planning**

The Executive and Governance Committees will determine committee(s) involved in succession plan creation and process. A succession plan will be in place by the end of the year, including an outline of the search process.

### **Communications & Transparency**

Special focus will be given to improving communication and transparency throughout the year in the following areas:

- The overall responsibilities, goals and priorities of the Board
- The role of committees in engagement in specific areas of the organization and reporting up to the Board
- Individual Trustee responsibilities
- Committee selection and Executive leadership opportunities
- Continued written reports from committees when not included on the agenda as an item

The Governance Committee is planning to conduct the next Board self-assessment in 2025.