

Policy Number: 4.6.0

Title: Annual Goals and Objectives

Introduction:

This policy has been developed to establish the requirement and procedure for the Board of Directors to produce a document outlining the development and review of goals and objectives of the District for each fiscal year.

Ends:

It is necessary that the Board of Directors impart to the General Manager its desires for the upcoming fiscal year. To that end, the Board of Directors along with the General Manager shall undertake annually to create a document establishing those goals and objectives formally. This document shall be completed at the July Board of Directors meeting each year.

Annually the process will be:

1. An initial review by the Administrative and Personnel Committee to occur each spring.
2. The General Manager reaches out to each Director for their input on the current year goals and the formation of the upcoming year's goals as it pertains to their respective committees and the District in general.
3. Obtained Director input will constitute the Directors current goals review and the future year's Goal Statement and Matrix to be presented at the July meeting.

This document shall be used as the yardstick by which success is measured. Because of this, the document must be developed in such a way as to create measurable end points. For that reason, ambiguous and subjective goals and objectives shall not be included in this document. On a semi-annual basis (December and July) or more frequently at the discretion of the Board, the Board and the General Manager shall evaluate progress compared to the annual goals and objectives and make changes and revisions if necessary.

Responsibility:

This document shall be a collaborative effort between the Board of Directors and the General Manager. Once the document is drafted and agreed to by both parties, it will then be the General Manager's responsibility to take appropriate steps to move the District forward in the direction of the goals and objectives.

At the end of the fiscal year, the General Manager will be responsible for reporting to the Board of Directors the relative success of the year's achievement of the goals and objectives.