



FORT SASKATCHEWAN MINOR SPORTS ASSOCIATION

TITLE: GOVERNANCE

POLICY #: 3045

Created: August 9, 2017	Last updated: May 29, 2018	Approved: XXXX
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Ver no.	Effective Date	Significant Changes

1.0 Purpose

To outline the expectations of the members of the Fort Saskatchewan Minor Sports Association (FSMSA) Board of Directors thereby ensuring proper governance of the FSMSA.

2.0 Scope

This policy applies only to the elected members and Minor Sports representatives of the FSMSA Board of Directors.

3.0 Terms

FSMSA Board of Directors – The governing body of the FSMSA that is responsible for overseeing administrative affairs, maintaining integrity, and protecting the interests of its members. It consists of volunteers in the following positions: a President, a 1st Vice President, a 2nd Vice President, a Secretary, a Treasurer, and a representative of each Minor Sport program under the umbrella of the FSMSA. The FSMSA may add other positions as members at large on an ad hoc basis.

Board Development Program – A training program focused on improving the governance of the FSMSA.

4.0 Policy

- 4.1 The FSMSA Board of Directors must work together to address the business matters of the FSMSA, as well as encouraging and respecting the individual diversity and expertise of each Board member. At any regular Board meeting, any Board member may bring forward for discussion business matters, concerns, recommendations, and new or proposed changes to the FSMSA Policies and Procedures.
- 4.2 The Board must act in accordance with the approved FSMSA Bylaws in regards to matters such as attendance, conduct, policy-making principles, and acting in the best interests of the FSMSA.
- 4.3 The Board will focus on the administration of the FSMSA to ensure that each of the Minor Sports under its umbrella are able to effectively deliver their programming.
- 4.4 The Board must be able to make fair decisions in the FSMSA's best interest, having considered the interests of all parties involved.



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- 4.5 The Board will create clear organizational objectives and performance measures to gauge the performance of the FSMSA and any of the Minor Sport programs under its umbrella.
- 4.6 The Board must maintain a clear distinction between its own role, and the self-management of the individual Minor Sport programs.
- 4.7 The Board is expected to maintain an ongoing Board Development Program through continuing education and development.
- 4.8 The Board of Directors must ensure that new Board members receive orientation into the governance role of the FSMSA and their responsibilities. The Board must also ensure that new members commit to fulfilling their individual obligations in the best interests of the FSMSA.
- 4.9 The Board of Directors is responsible for hiring staff for the FSMSA Office as per the FSMSA Office Policy (#3000) and annually reviewing the performance and descriptions of these positions to ensure that they are meeting the requirements of the FSMSA and the Minor Sport programs under its umbrella.