





















# The Haven

## Annual Board Planning Calendar

### January – December 2025

January 2025	February 2025	March 2025	April 2025
<b>Annual Board Meeting 1/28/25</b>   Elections of 2025 Board Officers & Members  990 Acceptance  Adopt 2025 Working Board Calendar  Board of Directors & Officers Code of Ethical Conduct and Conflicts of Interest Policies / Letter of Commitment, Acknowledgement and Disclosure  Annual review of Risk Management Plan  <b>Annual Board Retreat</b> 1/7/2025 4pm at Jeannie Gadea's Home  <b>Tasks</b>  Board Recruitment  Conduct New Board Member Orientation & Assign to Committees  Review the CEO Position Description & Evaluation Process	<b>Task</b>  Board Education Program for New & Seasoned Members  CARF Education  New Board Member Haven Tour - TBD  Announce Board Committees & Membership  <b>Tasks</b>  Conduct New Board Member Orientation & Assign to Committees  Conduct CEO Performance Review thru 9/30/2024	 2024 Financial Audit Presentation   Kick Off 55 <sup>th</sup> Haven Anniversary Year Celebrations   Chrysalis Luncheon 3/13/25 – Tohono Chul	 Semi Annual Board Development Plan Review & Updates  Review Individual Board Assessments compared to aggregate  3-Day CARF Survey - TBD

May 2025	June 2025	July 2025	August 2025
 Review Board Member Matrix for Board Recruitment  Investment Policy Review  Liquidity Policy Review  Compensation Philosophy Review   Board mid-year social hour	 Board Recruiting Donor Thank-A-Thon TBD  <b>Tasks</b>   Evaluate Compensation Program	No board meeting  Executive Committee <i>does</i> meet   Donor Thank-A-Thon TBD	 Board Education Program for New & Seasoned Members   Review Succession Plan   Donor Thank-A-Thon TBD
September 2025	October 2025	November 2025	December 2025
 Conduct Board Assessments (individual and as a body)   Adopt FY25 Agency Budget	 Fundraising and Donor Development Committee Report   Review results of Board Annual Self-Assessment (as a body)   Executive Committee Conducts Annual Review of CEO 10/1/24-9/30/25   Officer Nominations	 Present Slate of Officers nominations in preparation for Annual Meeting  <b>Task</b>   Semi Annual Board Development Plan Review & Updates	No Board Meeting  <b>Haven Holiday Party</b> TBD  <b>Task</b>   Board Retreat Survey   Semi Annual Board Development Plan Review & Updates   Audit Acceptance