



BCLI Board of Directors

Time commitments

Board Meetings: The BCLI Board has four scheduled meetings a year, usually in early/mid September, late November/early December, mid-March, early/mid-June. Currently, board meetings are often on a Wednesday from 4-6 pm at the Allard School of Law at UBC. Out of town members call in via a conference line. BCLI seeks to ensure out of town members are supported to attend at least one meeting a year in person. Note: The December meeting is followed by a holiday party for staff, board and volunteers.

Committee Meetings: Board members are asked to sit on at least one committee. Where possible, an effort is made to match members to areas of interest. The Board has 5 committees. Meetings are held at the Allard School of Law at UBC. Out of town members phone in via a conference line. The committees are:

- i) **Executive Committee:** (3-6 members) The officers of the board plus one to two experienced members. The committee meets the day before each board meeting for approximately 30 minutes, and as required if special matters arise. The meeting is usually held by conference call.
- ii) **Audit Finance and Risk Committee:** (3-7 members) Meets 4 times a year, twice for an hour before the June and December meetings and twice 2-4 weeks before the March Board meeting and with the auditors in mid-August prior to the September AGM and Board meetings. These meetings are 60-90 minutes, have typically been on a Wednesday and usually begin at 3 pm.
- iii) **Nominating Committee:** (3-7 members) Meets twice a year in June and November for 60-90 minutes. Typically, meetings are at 4 pm on a Tuesday.
- iv) **Program Committee:** (3- 10 members) Meets three times a year 2-3 weeks before the March June and November/December board meetings. The meetings are typically held on a Monday from 2-5 pm.
- v) **Governance Committee:** (5-8 members) Meetings are scheduled as needed. 2-3 meetings are anticipated at a minimum as this new committee works through a range of initiatives in F2021.

Project Committees: One board member sits on each project committee and we seek to match the member to a project that reflects the member's specialty. These committees often meet monthly for 2 hours for 2-3 years.