

## Appendix 1 Policy Number 1-032

### Board Member Mentor Suggested Activities

Activities to be completed	Comments
<p><b>1. Introductory meeting</b></p> <ul style="list-style-type: none"> <li>• Initial welcome and introduction</li> <li>• Include brief backgrounds including previous board experience</li> <li>• Share contact information and best way to contact each other to address questions</li> </ul>	
<p><b>2. First Session</b></p> <ul style="list-style-type: none"> <li>• Provide general overview of what to expect at the Board meeting</li> </ul> <p><i>Review:</i></p> <ul style="list-style-type: none"> <li>• TOR of the committee that the new board member is assigned to</li> <li>• How to find the meeting packages &amp; use of portal –Lindy will assist as needed</li> <li>• How to join virtually</li> <li>• For in person meetings- where they take place</li> <li>• A Board agenda</li> <li>• How motions are passed</li> <li>• Discuss – differences between closed and open meetings, in –camera and meeting without management process</li> <li>• Answer any questions</li> </ul>	
<p><b>Second Session</b></p> <p>3. Encourage new Board member to review the following documents and prepare questions:</p> <ul style="list-style-type: none"> <li>• Some of the material on Board Portal</li> <li>• Policies –Code of Conduct (1-012) Responsibilities of the Board and Duties of All Directors (1-027) Meeting without Management (1-030)</li> <li>• GGH Bylaw</li> <li>• Discussion about the Board members roles and responsibilities</li> </ul>	
<p><b>4. Third Session</b></p> <ul style="list-style-type: none"> <li>• Answer questions post committee or Board meeting</li> <li>• Outstanding questions related documents or process e.g. Bylaw- Credentialing policy (1-016)</li> </ul>	
<p><b>5. Fourth Session</b></p> <ul style="list-style-type: none"> <li>• Any topics from meetings or pre-reading</li> <li>• Types of governance questions may choose during meetings</li> </ul>	
<p>Other</p>	