

BOARD MEETING SCHEDULE

For year: 2025

Time: 7:00 p.m. to 8:30 p.m.

MONTH	DATE
Jan	27
Feb	24
March	24
April	28
May	19 *
June	23
July	28 Board Training for members only
Aug	no mtg
Sept	22
Oct	27
Nov	24
Dec	no mtg



Board of Directors - 2025 Master Calendar

The 2025 Board of Directors' Master Calendar is a schedule for the completion of work products reflected in the RCEB Board Work Plan. The Calendar includes target months for board receipt of monitoring reports in the Results and Executive Limitations governance policies of the Regional Center.

On a Monthly Basis:

- Receive staff report on financial status of Regional Center budget

On an As-Needed Basis:

- Membership Development Committee interviews candidates for board membership.
 - Review of pending legislation.
 - By-law action if needed.
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January

- By-law review

February

- Performance Contract 2024 Outcomes Public Meeting

March

- Board Training – short session after the board meeting.
- NCI Data Public Meeting

April

- Review Annual Service Coordinator Caseload Survey
- Participation in ARCA Grassroots Day

May

- Presentation of Governor's May Revision Budget
- Performance Contract Objectives for 2026

June

- Executive Director Review
- Report on RCEB unmet needs and resource development plans

July

- Board Member Training
- Annual review of Whistleblower Policy

August

- No meeting

September

- Introduce slate of officers for calendar year 2026
- Annual Performance Report
- Analyze the 2025 Work Plan/Master Calendar

October

- Report from Membership Development Committee regarding compliance with board composition requirements
- Presentation of draft audit report for FY 2024/2025

November

- Acceptance of Fiscal Year 2024/2025 Audit Report
- Annual meeting and election of officers for 2026
- Board Training – short session after the board meeting.

December

- No Board meeting

2025 Calendar for:

**Diversity & Equity
and
Supports & Services**

Time Frame: 5:30 p.m. to @7:00 p.m.

Month:	Date:
Jan	27
Feb	24
March	24
April	28
May	19*
June	23
July	28
Aug	No Meeting
Sept	22
Oct	27
Nov	24
Dec	No Meeting

* = a holiday on the 4th Monday



Board of Directors - 2025 Work Plan

Consistent with board governance policy *4.4 Board Responsibilities*, the RCEB Board of Directors defines its responsibility as a whole in terms of the jobs performed. For the calendar year 2025, the work of the board will be achieved through the accomplishment of the following goals and objectives:

Goal 1: The RCEB Board of Directors will govern the organization through policy.

Objectives:

- A. Board governance policies in the areas of Results and Executive Limitations will be monitored and revised as necessary on an annual basis.
- B. Objectives for the 2024 Performance Plan will be implemented.
- C. Board will receive reports on and will monitor the RCEB Strategic Plan.

Goal 2: The RCEB Board of Directors will monitor the performance of the Executive Director.

Objectives:

- A. A performance appraisal of the Executive Director will be conducted according to the agreed upon evaluation format and in accordance with the DDS contract

Goal 3: The RCEB Board of Directors will develop the skills of their membership and monitor its performance as a board.

Objectives:

- A. Board training sessions will be 60-90 minutes and conducted in the months of March/July(2hrs)/November when possible.
- B. Board members will be provided with relevant literature to enhance their skills.
- C. An off-site planning conference may be held to provide an opportunity for board team building and strategizing for the future.
- D. The board will maintain compliance with mandated board composition requirements.
- E. New board members will receive training materials at the start of tenure, and additional training within their first year of appointment.
- F. Board members may complete a self-evaluation.

Goal 4: The RCEB Board of Directors will maintain vital relationships throughout the diverse community including consumers, families, service providers, staff and community organizations.

Objectives:

- A. Based on the status of the state-of-emergency, return to in-person meetings.
- B. An annual report on the performance of the Regional Center will be provided to the East Bay community.
- C. Opportunities for public comment will be provided in the development and adoption of program policies.
- D. Meet with each area legislator/staff in local or state offices. Participate in Legislative Advocacy.
- E. Board members may attend [not required] board committee meetings such as the Diversity and Equity, Supports & Services, Budget & Finance, Membership Development, CAC and PVAC meetings and any community events.