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TITLE: BOARD – STAFF RELATIONS POLICY	ORIGINAL:
APPROVAL: BOARD OF DIRECTORS 	AMENDED: February 7, 2017

D.1.1 Purpose

The purpose of this policy is to define and clarify the relationship between Lumacare staff members and the Board (both as individual Officers, as well as a collective body).

D.1.2 Scope

This policy applies to all Directors, including *ex officio* Directors, and all non-Board members of committees.

D.1.3 Procedure

D.1.4 Roles and Responsibilities

1. **The Board will at all times interact with Staff, in a respectful and courteous manner, with regard to longstanding workplace policies and applicable laws.**
2. The Board's sole official connection to the operational organization, its achievements, and conduct will be through the Executive Director.
3. Only decisions of the Board acting as a body, are binding on the Executive Director. Accordingly:
 - Instructions of individual Board members, or officers, are not binding on the Executive Director; and
 - **In the case of Board members or committees requesting information or assistance, if, in the Executive Director's opinion, such a request is disruptive because it requires an unreasonable amount of staff/volunteer time or funds, the Executive Director can refuse such requests until either consulting the Board Chair, who will make a determination as required, or a full Board consultation is completed.**
4. The Executive Director is the Board's primary link to operational achievements and conduct. As such, all authority and accountability of staff and volunteers rests with the Executive Director. Accordingly:

- Subject to the Executive Director's prior consent, the Board will never give instructions to persons who report directly or indirectly to the Executive Director. However, in the event that the person is on a Board committee, that relationship will be defined by the mandate and communication structure of the committee.
- The Board will refrain from evaluating, either formally or informally, any staff or volunteers other than the Executive Director.

D.1.5 Amendment

This policy may be amended by the Board.