

NOTE: This area of concern is related to a question of professional conduct or competence of an employee. As such, it is normally interpreted as a personnel problem and the generally accepted personnel practices are required to be applied. However, because problems of this nature often arise from differences in expectations and /or perceptions, and because there is a need for consistency with the Britannia philosophy of being a place which promotes open communication, it is advisable that the Board Member conveys concerns directly and openly with the Executive Director.

If this is not feasible, or no agreement can be reached through open discussion, the following steps should be applied:

1. In the event the Board Member is not satisfied with the steps taken, or with the outcome from applying such procedures, the Board President shall be contacted about the issue.
2. The Personnel Committee and/or Executive Committee shall be informed of the matter by the President.
3. Recommended actions may then be forwarded to the Board as a whole for follow-up.
4. The Board as a whole can deal with the repercussions and will formulate or negotiate policies for the future.

Steps accepted Board Meeting of April 22, 1987

Re-affirmed April 14, 1993 Executive Meeting