

Board Accountability Statement

The stakeholders of CBDC-Shelburne include the general public and business community residing in Shelburne County, its clients, employees and government organizations.

In an effort to be accountable to the people we serve, and to ensure our governance processes are transparent, this Statement will be publicly available, primarily by publication on our website.

In carrying out its role and responsibilities, the Board of Directors will adhere to the following values:

- Accountability
- Transparency
- Confidentiality

To demonstrate Accountability, the Board of Directors of CBDC-Shelburne will:

1. Recruit members to the board according to recruitment, selection and renewal policies
2. Be open, fair, and consultative in its decision-making process
3. Govern CBDC-Shelburne in accordance with its By-laws, governance policies, and all relevant laws
4. Establish goals and objectives of the organization and report on performance against them on an annual basis
5. Communicate with and report to its stakeholders
6. Make available the names of the members of its Board, Executive Director and Staff
7. Develop a strategic plan and annual business plan and incorporate targets
8. Act, both as a board and individually, at all times in the best interests of CBDC-Shelburne

To demonstrate Transparency, the Board of Directors of CBDC-Shelburne will:

1. Ensure that its business results and operational performance is readily available to stakeholders
2. Provide a process for stakeholders to communicate with the Board of Directors that shall be public and available
3. Invite stakeholders to its Annual General Meeting
4. Provide orientation training to board members that include roles and responsibilities, the ACOA/CBDC collaborative framework on board governance and all governance policies of CBDC-Shelburne.

To demonstrate Confidentiality, the Board of Directors of CBDC-Shelburne will:

1. Develop, implement and adhere to confidentiality & privacy policies that ensure confidentiality, privacy and avoidance of conflict of interest
2. Develop, implement and adhere to policies that ensure the security of data provided to CBDC-Shelburne is protected and used only for its intended purpose
3. Confidentiality and Privacy Policies shall be available to the public.