



MEMORANDUM

TO: Board of Directors
CC: Department Heads
FROM: Scott Somers, CEO *SS*
DATE: March 30, 2023
RE: Equal Information to Board Members, Contact with Staff, and Board Authority

By providing equal information, we promote transparency and ensure that everyone has the same information for decision-making. Therefore, in the interest of providing equal information and ensuring transparency, when a Board member submits a question or request to the CEO or a department head that is organization-related, the CEO or department head shall provide the original question and the answer concerning the inquiry to the entire Board.

When contacting staff for such inquiries or requests, please refrain from contacting staff other than those considered department heads to help avoid confusions of supervision, direction, assignment priority, etc. Also, please provide me with a courtesy copy so that I am kept in the loop as to Board member questions and concerns. Department heads have been asked to please cc me in their responses as well.

Please recognize that the Board as a whole has one employee, the CEO, and therefore neither the Board, nor individual Directors, can or should direct GVR staff. Since the CEO works for and on behalf of the Board, rather than individuals on the Board, please recognize that individual requests for research, data or information should be limited to material that can be gathered in no more than five minutes since priority is placed on Board direction, goals, and priorities, rather than those of individuals.