| **Project** | | **Responsibility (Staff, Board, Committee, Consultant, other)** | | | | | **Notes** | **Dates** | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | Staff | Board | Committees | Consultant | Other |  | Start | End |
| **2023** |  |  |  |  |  |  |  |  |  |
| Fundraising - Review all relevant and significant funding opportunities | | Executive Director makes decisions | Board recommends | All committees recommend |  |  |  | 01-Jan-23 | 31-Dec-28 |
| Board meetings in visible locations | | Supported by Executive Director | Board |  |  |  |  | 01-Apr-23 | 30-Jun-24 |
| Governance and operational guidelines aligned ensuing governance and operations are equal partners | | Staff | Board |  | Contractor / Sport Law |  |  | 01-Jul-23 | 30-Mar-24 |
| Provide opportunities for Board and staff to meet, learn from one another and create strong partnerships | | Executive Director | Board |  |  |  |  |  |  |
| Risk/issues management plan | | Supported by Executive Director | Board |  | Contractor / Sport Law |  |  | 01-Jul-23 | 30-Jun-24 |
| Policies | Safe Sport policy | Supported by Executive Director | Board |  | Contractor / Sport Law |  |  | 01-Jul-23 | 31-Dec-24 |
| Compliance policy | Supported by Executive Director | Board |  | Contractor / Sport Law |  |  | 01-Jul-23 | 31-Dec-24 |
| Equine health and wellness policy | Program Manager | Board | Industry Committee |  |  |  | 01-Oct-23 | 31-Dec-24 |
| Stampede – Board Ambassadors attend event | |  | Board |  |  |  | Board ambassadors; annually | 01-Jul-23 | 31-Dec-23 |
| Evaluation | Board evaluation | Supported by Executive Director | Board |  |  |  |  | 01-Jan-23 | 31-Dec-23 |
| Organizational evaluation | Supported by Executive Director | Board | Governance / Board Development Committee |  |  | every other year | 01-Oct-24 | 31-Dec-25 |
| Meet a Horse | |  | Board |  |  |  |  | 01-Oct-23 | 30-Sep-24 |
| Board web portal | | Executive Director | Board |  |  |  |  | 01-Oct-23 | 31-Dec-23 |
| DEIB (diversity, equity, inclusion and belonging) - Board representation (DEIB) | | Supported by Executive Director | Board |  |  |  |  | 01-Oct-23 | 31-Dec-24 |

| **Project** | | **Responsibility (Staff, Board, Committee, Consultant, other)** | | | | | **Notes** | **Dates** | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | Staff | Board | Committees | Consultant | Other |  | Start | End |
| **2024** |  |  |  |  |  |  |  |  |  |
| DEIB (diversity, equity, inclusion and belonging) - Training for Board and staff (DEIB) | | Sport and Recreation Manager | Board |  |  |  |  | 01-Jan-24 | 31-Dec-24 |
| Board training and transition document etc. | | Supported by Executive Director | Board | Governance / Board Development Committee |  |  |  | 01-Jul-24 | 30-Jun-25 |
| Partner, network and participate in events that effectively showcase the AEF. Trade shows, horse events, reach out to non-members and members; part of communications plan | |  | Board |  |  |  | Part of comms plan | 01-Oct-24 | 30-Jun-27 |
| Ambassador Program | Provide information and tools | All staff | Board supports |  |  |  |  | 01-Oct-24 | 30-Jun-27 |
| Connect with existing members to attract new members (coaches as ambassadors, horses, members etc.) | All staff | Board supports |  |  |  |  | 01-Oct-24 | 30-Jun-27 |
| Appreciate ambassadors through recognition program | All staff | Board supports |  |  |  |  | 01-Oct-24 | 30-Jun-27 |
| Create plan for ambassadors to attend events | All staff | Board supports |  |  |  |  | 01-Oct-24 | 30-Jun-27 |
| Reach out to members who say they want to volunteer to ask if they want to be an ambassador | All staff | Board supports |  |  |  |  | 01-Oct-24 | 30-Jun-27 |
| Board - being an ambassador should be the number one role of the board | All staff | Board supports |  |  |  |  | 01-Oct-24 | 30-Jun-27 |

Work continues for many of the items above into 2025, 2026 and 2027 but there were no additional priorities identified.