

**GALIANO ISLAND RECYCLING RESOURCES SOCIETY
 ROLES AND RESPONSIBILITIES FOR BOARD MEMBERS AND
 MANAGEMENT POLICY**

Area	Board	General Manager/Employees
Strategic planning	Approves	Provides input
Day to day operations	No role	Makes all management decisions
Budget	Approves	Develops and recommends
Purchases	Approves budget as part of global budget	Develops and implements policy, acts within approved budget and maintains an audit trail
Repairs	Approves budget as part of global budget	Acts within approved budget and maintains an audit trail
Hiring of employees	Hires General Manager	Hires all other employees within an approved budget
Employee assignments	Establishes annual goals and work plan with executive director	Establishes for all other employees within an approved budget
Firing of employees	Makes final termination decision for executive director	Makes final termination decision for all other employees
Employee grievances	Goes to Board Chair only when related to executive director	Grievances stop at executive director
Personnel policies	Approves	Develops and implements policy
Employee salaries	Establishes General Manager's salary budget as part of global budget	Approves employee salaries with recommendations from supervisory employees, within approved budget
Employee evaluations	Evaluates General Manager	Evaluates other employees
Volunteer evaluations	Evaluates board member roles	Evaluates all other volunteer roles
Monitoring	From a governance and overall management perspective	From a managerial perspective