

BOARD OF DIRECTORS CHARTER (ROLE AND RESPONSIBILITIES)



Role

The Board of Directors has full control and management of the affairs, assets, and policies of the Québec Golf Federation ("Golf Québec"). It aims to ensure that Golf Québec can create long-term value for its members by implementing its strategic orientations and providing appropriate oversight of all activities.

The role of the Board of Directors is to ensure the success and longevity of Golf Québec through its attention to governance, financial supervision, and human resources. To ensure smooth operations, the Board of Directors delegates to the Executive Director such of its responsibilities as it deems appropriate.

Responsibilities

- Plays a supervisory role by ensuring compliance with laws, regulations, the *Code of Governance*, and policies:
 - Establishes sound governance policies and practices to ensure the organization's ethical behavior.
 - Ensures the integrity and reliability of financial information, compliance with approved budgets, audit quality, and auditor recommendations.
 - Ensures the preparation and updating of a risk management plan and the effectiveness of internal controls.
- Adopts strategic orientations, programs, and services as well as the annual strategic action plan in line with Golf Québec's mission, vision, and values, and oversees their implementation.
- Establishes and periodically monitors organizational performance indicators.
- Hires and annually evaluates the performance of the Executive Director.
- Establishes appropriate human resources management policies.
- Adopts annual budget forecasts and financial statements prepared by the Executive Director and audited by the independent auditor.
- Ensures the effectiveness and integrity of the processes for overseeing the responsibilities delegated to Executive Director and Board committees.
- Plays an advisory role by adopting an information-seeking attitude to fully understand and govern Golf Québec's business without managing its operations.