

FY-2016 CA President/CEO's Evaluation

Name: _____

Date: _____

The CA Board of Directors has the responsibility to review and approve the CA President/CEO's goals/objectives each year (delegated to the BOC), and to evaluate the President/CEO's performance in light of those goals/objectives. The goals/objectives are directly related to CA's Five Year Strategic Plan. For FY-2016, the BOC adopted five goals/objectives for the President/CEO.

The President/CEO's Evaluation Form contains two parts. In Part I, you are asked to rate the President/CEO on how he did on each goal/objective as follows:

- 3 = Exceeded the goal
- 2 = Met the goal
- 1 = Partially met the goal

If you chose a rating of 2 (Met the goal), you do not need to provide written comments. Any other rating (1 or 3) requires comments on why you selected that rating. If you don't provide comments, the rating will default to 2 (Met the goal). The ratings will be used to determine the President/CEO's bonus. It is important that each Director carefully consider each goal/objective individually and fairly evaluate the President/CEO on that goal/objective and only on that goal/objective. In setting goals/objectives, the Board is telling the President/CEO that these are the items on which he will be evaluated. For each goal/objective, it is important (and fair) that your rating and comments apply only to that goal/objective.

In Part II, you are asked to provide comments to the President/CEO on certain factors affecting performance. This Part does not impact the President/CEO's bonus.

Please review and complete the President/CEO's Evaluation Form by April 6, 2016 and return it to the Chair of the Board. If you don't return the survey on time, the rating of the goals will default to 2 (Met the goal).

This is a CONFIDENTIAL process, as are all performance reviews. If you have any questions, please contact the Chair of the CA Board.

Part I: CA President/CEO's Objectives

Goal 1: Develop and have ready for the start of Fiscal Year 2017 (1 May 2016) a rolling Five-Year Capital Improvement Plan for CA's existing physical assets (**Goal #2 of CA's Strategic Plan**).

[Choose from: 3 (Exceeded)

2 (Met)

RATING: _____
1(Partially Met)]

Comments: (**Note: a score of 1 or 3 requires comments**)

Goal 2: Bring on line by February 2016, a new "user-friendly" and "community resource" focused website for CA (**Goal #4 of CA's Strategic Plan**).

[Choose from: 3 (Exceeded)

2 (Met)

RATING: _____
1(Partially Met)]

Comments: (**Note: a score of 1 or 3 requires comments**)

Goal 3: Continue to attend at least once a quarter the monthly meeting of the managers of the 10 village associations, and through 30 April 2016, attend at least one board meeting of each of the 10 village associations. Also through 30 April 2016, attend a meeting of each of CA's Advisory Committees (**Goal #3 and Goal #4 of CA's Strategic Plan**).

[Choose from: 3 (Exceeded)

2 (Met)

RATING: _____
1(Partially Met)]

Comments: (**Note: a score of 1 or 3 requires comments**)

Goal 4: By February 2016, introduce a new training program for Team Members at all levels of the organization and specific to the duties and responsibilities of individual positions, which will be the foundation for creating an exceptional customer service experience for all CA stakeholders (**Goal #1 of CA's Strategic Plan**).

[Choose from: 3 (Exceeded)

2 (Met)

RATING: _____
1(Partially Met)]

Comments: (**Note: a score of 1 or 3 requires comments**)

Goal 5: Work every day to perform at an exceptional level the evolving and varied duties and responsibilities of the position of the President/CEO for the Columbia Association (CA), with the intent, among other desires, for CA to continue as an “employer of choice” and grow in reputation as a respected and sought after community partner (**Goal #5 of CA’s Strategic Plan**).

[Choose from: 3 (Exceeded)

2 (Met)

RATING: _____
1 (Partially Met)]

Comments: (**Note: a score of 1 or 3 requires comments**)

Please add your ratings for the 5 goals:

Total Rating _____

Part II: CA President/CEO Performance Factors

Please provide comments regarding how well the President/CEO is handling the following:

1. Ensuring CA is meeting the goals and objectives in its strategic plan

Comments:

2. Keeping CA fiscally healthy

Comments:

3. Serving as an effective spokesperson for CA

Comments:

4. Enhancing working relationships with County & other organizations

Comments:

5. Working effectively with the Board (including providing appropriate and timely information to the Board)

Comments: