

GOALS & ACTION STEPS	START DATE	END DATE	Definition of Success	Is this Goal SMART?	Q1 Status Update	Q2 Status Update	Q3 Status Update	Q4 Status Update
GOAL 1: Board and Organizational Governance 20%		Specific, Measurable, Attainable, Relevant, Time-Bound						
A. Board Development								
1. Quarterly Exec Committee Meetings or Summaries & annual one-on-ones with each board member	Q1	Q4	Quarterly and one-on-one meetings achieved	Yes	In progress	in progress		
2. Board Retreat - Coordinate and Host	Q1	Q2	Retreat in Oct. Review strategy.	Yes	planning	host	follow through	follow through
3. Facilitate Efficient and Effective Board Meetings	Q1	Q4	Productive and Efficient Board Meetings	Yes	August Meeting	Oct & Dec meeting	Feb meeting	April and June meeting
4. Onboard and continuously educate board	Q1	Q4	Board Member Education Included in Board Meetings and Communicated (quarterly?)	Yes	New member onboarding 3/4	board retreat and reception		
B. Accreditation								
1. Apply in FY 23/24 and maintain renewal requirements	Q1	Q4	Application submitted and review in progress	Yes	submitted application in August	application under review		
C. Staffing and Operations								
1. Evaluate staffing needs to make appropriate hiring and task delegation decisions	Q1	Q4	Staff express understanding of the expectations of their role and are fulfilling the requirements of their job description	Yes	draft new job description for Anne to reflect her duties. And set goals.			
2. Annual Reviews with staff	Q4	Q4	Annual review documentation filed and notes provided to Exec Committee	Yes	n/a			
3. Conduct regular coaching as needed	Q1	Q4	ED takes initiative to address any areas of improvement quickly and effectively	Yes	Anne's new title of Controller, in place.			
4. Ensure efficient day-to-day office functioning	Q1	Q4	Day-to-day business runs smoothly and efficiently	Yes	In progress			
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GOAL 2: Growing the Assets (30%)		Specific, Measurable, Attainable, Relevant, Time-Bound						
A. \$25 million by 25th Anniversary (2026)								

1. Bring in 10 new funds Annually	Q1	Q4	10 new funds with 2-3 being legacy funds to build out legacy pipeline	Yes	3 new			
2. Prepare, present and adhere to organization budget	Q1	Q4	Budget due at June meeting with regular review.	Yes	on track			
B. Identify/Evaluate Stakeholders/Work on the Value Proposition								
1. Meet regularly with existing fundholders	Q1	Q4	Routine meetings with fundholders - and fundholder referrals	Yes	Project Legacy - brainstorm for annual fundholder luncheon			
2. Build relationships with community professionals/referral partners (attorneys, financial planners, accountants, etc.)	Q1	Q4	Routine meetings with professionals - referral business	Yes	Project legacy - Legacy Impact Lunch in progress			
3. Continue to foster relationship with investment manger	Q1	Q4	Routine meetings, collaborations, and open communication	Yes	met with Arvest to plan 2024 in Sept			
C. What Does "Regional" mean for the BCF?								
Define "being regional" and how it fits with the BCF's mission. Strategic steps to build relationships in Washington, Osage, and Nowata Counties?	Q1	Q4	Define, decide, create action plan	Yes - Stretch	NCF & Leadership Osage County,			
D. Evolving Technologies								
1. Utilization of existing software (Blackbaud, Google, Spectrum)	Q1	Q4	Collaborate with staff to work toward most effective use of technology resources	Yes	view only access for non DAF accoutns			
2. Seek training to improve CF knowledge and development skills	Q1	Q4	Training once a quarter for ED and seek similar opportunities for staff	Yes				
3. Evaluate IT hardware and software needs and fill by priority as budget allows	Q1	Q4	Work with staff to create "wish list" and intentionally make investments	Yes	ongoing			
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GOAL 3: Community Leadership Involvement (30%)	Specific, Measurable, Attainable, Relevant, Time-Bound							
A. Represent the BCF among community leaders								
1. Be a consistent presence at community/business events	Q1	Q4	Actively attend community events	yes	achieved			
B. Strengthen relationships with City								

Empty goal... board retreat discussion								
C. Intentional Engagement with Political Leaders								
Empty goal... board retreat discussion								
D. Develop corporate partnerships								
Empty goal... board retreat discussion								
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GOAL 4: Raising Community Awareness (20%)	Specific, Measurable, Attainable, Relevant, Time-Bound							
A. Continued Outreach to Community								
1. Organization speaking engagements (speaking tour)	Q1	Q4	Seek opportunities to speak to community groups	yes	ongoing			
B. Engaging Donors by Generation								
1. Intentional marketing that fits generational groups	Q1	Q4	newsletter, appeal, social media, various events		ongoing			
2. Annual Appeal Mailer	Q1	Q2	design, mail, and use as marketing		design in progress			
3. Monthly e-newsletter, regular press releases and social media	Q1	Q4	Collaborate with staff to complete		achieved			
C. Recognition of the foundation in the community and differentiates it from any "coopetition"								
1. Build relationships with area organizations	Q1	Q4	Coffee connect, check delivery, grant 101, newsletters, networking meetings		Coffee connect			
2. Take opportunities to mentor organizations (assist in the development of strategic plans, budget reviews, nonprofit administration, planned giving education, etc.)	Q1	Q4	planning in progress. Add as a service/program offering		Developing a program for this goal			
D. Programming Focus								

1. Grant Cycle (Spring and Fall)	Q1	Q4	coach Nancy in grant program	yes	fall grant cycle open/closed	committee meeting and funding		
2. Scholarship Cycle	Q1	Q4	coach Nancy in scholarship program		scholarship cycle prep	scholarship cycle prep	scholarship cycle open	awards processed
3. Legacy Gala	Q1	Q4	under committee review		project letgacy, Developing new event			
4. Annual Appeal	Q1	Q2			Build/draft	mail		
5. Planned Giving	Q1	Q4	program in the works. Matching to consider.		project legacy, developing new program			