

## **Governance Manual**

MainePERS Board of Trustees

### **Board – Chief Executive Officer Coordination**

#### **4.5 – Board / Staff Relations**

Date Adopted: June 13, 2013

Date Amended: November 14, 2019; November 10, 2022; November 9, 2023

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#### **Policy**

Trustees shall in part fulfill their fiduciary duty through reliance on trained and experienced qualified professional staff. The Chief Executive Officer shall ensure that only trained and experienced qualified staff support Trustees in fulfilling their duty.

#### **Staff/Board Relations**

Staff shall prepare an appropriate level of information and education for Trustees to fulfill their fiduciary role and monitor System operations.

Staff shall work to provide relevant information to Trustees, including metrics that enable Trustees to effectively monitor the operating outcomes of Board policy. Staff shall also thoroughly research and prepare background material for all decisions required or collectively requested by Trustees. Trustees shall be provided with a set of options along with supporting reasoning for each requested decision, and the option recommended by staff along with supporting reasoning. Staff shall provide Trustees with an analysis of relevant risks in support of any major decision.