**CIBO Board of Directors**

**Strategic Planning, September 2016**

**Actionable Initiatives**

| **Description of Initiative** | **R**  **[Responsible]** | **A**  **[Accountable]** | **C**  **[Consulted]** | **I**  **[Informed]** | **Schedule for Action** |
| --- | --- | --- | --- | --- | --- |
| Examine Membership Classes in the CIBO By-Laws to Ensure that they are framed to allow CIBO to Consider for membership Other Non-Utility Energy Producers and Users   * Structure of dues/votes? * Alignment for Equity in voting? | Membership Committee | Bessette / LeClair | BOD | BOD | Discussion Outline/  Possibly Written Proposal to BOD for December 2016 meeting  Presentation and Proposal to Membership in March 2017 for Action in October 2017 at Annual meeting |
| Review of Bylaws to Propose Updates | Bessette/Jaeger/  McIver | Bessette | BOD |  | Discussion Outline/  Possibly Written Proposal to BOD for December 2016 meeting  Presentation and Proposal to Membership in March 2017 for Action in October 2017 at Annual meeting |
| Evaluate **Structure** and **Agenda** for technical conferences to ensure maximum benefit for CIBO Members and Perspective Members   * Fuel diversity strategies * Use of Biomass / Benefits of Biomass (RINs? Carbon footprint?) * Technology evolution * Use of webinars to engage members | * Energy / Tech / Env Committee Chairs * Conf Chairs * Rep from Membership Committee | Bessette/Hofmann/Conf Chairs | BOD / Key Principal Reps and Conf Attendees | BOD | Begin with Responsible Group as planning for Operations Conference (May 2017) commences |
| Evaluation Location of Annual Meeting and Tech Conferences to Ensure Accessibility to members   * Demographics of member locations to assist with location determination | Gail /Bob | Bessette | BOD |  | Ongoing |
| Develop Succession and Replacement Plans for CIBO Staff | Board Executive Committee / Bessette | McIver/Calmes | BOD | BOD | Proposed Plan for Discussion at BOD meeting in March 2017 |
| Develop a matrix of key policy and regulatory areas/issues that are key for CIBO members   * With sufficient detail to allow us to filter issues for comment/advocacy and to support development and deployment of position statements * Identify reference materials / resources that CIBO can leverage or develop to accomplish advocacy | Government Affairs / Energy/Technical/Environmental Committee Chairs  BOD / Bessette | Keuleman/  Bessette | BOD |  | Deliverable to Board at December 2016 meeting |
| Procure a tool that illustrates the CHP and Industrial Energy Production/Use (physical model versus virtual-video model) | Bessette | Bessette | BOD |  | For presentation in October 2016 at Annual Meeting |
| Develop a strategy to leverage social media tools and technology (website, newsletters, etc) to share member-submitted or member-driven stories   * Encourage members to share evaluation of rules and guidance documents to encourage member input on impacts to CIBO members / encourage broader participation in CIBO advocacy through value of member-input on issues * “Board Only” section to CIBO Website for Document Management | [TBD After Annual Meeting – Revisit at December BOD meeting] |  |  |  | TBD |
| From the issues matrix, identify key data and information that can be disseminated to members for use in (internal) benchmarking by members | Membership Committee | Bessette | BOD |  | Presentation to Board in June 2017 |