

Kingsmill Community Foundation

Decision Making Policy

Effective Date: 31 January 2026

Purpose

This policy establishes the framework for organizational decision making to ensure consistency, alignment, and strategic coherence across all Foundation activities.

Policy Statement

All decisions made by the Board of Directors, officers, committees, and staff of the Kingsmill Community Foundation shall be evaluated for consistency with and support of the Foundation's foundational documents and strategic plans.

Decision Criteria

Before approving any significant action, initiative, expenditure, or commitment, decision makers must assess whether the proposed action:

1. **Aligns with Values and Vision/Mission** - Advances the Foundation's mission and reflects its core values of stewardship, preservation, community enhancement, and intergenerational responsibility
2. **Complies with Governance Policies and Procedures** - Adheres to all adopted governance documents, including bylaws, conflict of interest policy, investment policy, banking policy, and other Board-approved policies
3. **Supports the Marketing Plan** - Reinforces the Foundation's brand positioning, messaging strategy, and stakeholder engagement objectives
4. **Furtheres the Operating Plan** - Contributes to achieving current year operational objectives, priorities, and programmatic goals
5. **Remains within Financial Plan Parameters** - Falls within approved budget allocations, meets reserve requirements, and supports long-term financial sustainability

Application

This policy applies to:

- Board resolutions and votes
- Committee recommendations
- Major gift solicitations and donor agreements
- Program development and expansion
- Capital expenditures exceeding \$[threshold amount]
- Material contracts and partnerships
- Strategic initiatives and new ventures

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Documentation

Decision makers shall document how significant decisions satisfy these criteria when presenting matters for Board or committee consideration.

Review

This policy shall be reviewed annually in conjunction with the Foundation's strategic planning process.

Adopted by the Board of Directors: 31 January 2026