



## How We Lead

Kentucky Derby Festival Foundation (KDFF) leaders work to build a stronger Foundation. Effective leadership practices are important for strategic planning and long-term thinking, which are crucial for our success and growth.

We believe our success is achieved through open, productive discussion, brainstorming, disagreement, and even open dispute, which leads to the best decisions which are then embraced and supported by everyone in leadership.

To effectively lead, we created a Governance Committee with KDF leaders, KDFF officers, committee chairs, and strategic plan supporters. The Governance Committee plays a central role in strategy and operates cohesively, consistently, and inclusively, following consensus leadership principles.

All officers should progress through different roles on a leadership path to become Chairperson, gaining the needed experiences and training for personal development. Everyone will have a clear view of operations and more opportunities to engage with the community.

Every officer position has well-defined roles and documented objectives that are SMART (Specific, Measurable, Attainable, Relevant, and Time-bound).

All officers engage openly in the organization's leadership. When all officers are fully involved, the leadership team becomes stronger, more cohesive, and consistent. Leaders own their responsibilities, direct their teams, and are accountable.

Everything we discuss, every action we take, every plan we create, should be consistent with, and support our Mission and our Vision.

KDFF will create a Strategic Plan with all goals, activities, and metrics designed to fully implement the plan and reach all metrics.

Our nomination process should strategically seek skills that match our organizational needs and represent the community. The new-member orientation is ongoing and educational, providing documentation and instructions for successful on-boarding. This is our developmental strategy to encourage leadership skills for new officers.

Just as we need everyone to "lean in" and get more involved, we also need a willingness to offer greater delegation of responsibilities. Solicit volunteers to step up and take on challenges. Encourage others to accept new opportunities. Be open to new

ideas. Be willing to take risks.

We will always think long-term recognizing that new members are future leaders, and smaller events can become bigger events. We continually seek new opportunities for the future.

**Meeting Protocols:**

- Full Board meets quarterly, with the Annual Meeting in June.
- Get off to a fast start. The Annual Meeting is key.
- This is the start of the new year to come. Having nominations, committee assignments, officers, and a goal-oriented plan in place is highly important.

All committees, except Audit and Nominating, should meet at least quarterly, but as often as necessary. Audit and Nominating Committees should meet as needed to fulfill the purposes for which they are charged. Each committee should report progress and status to the Full Board during regular quarterly board meetings. Meetings are coordinated through key KDF staff to ensure space, communication, attendance, connectivity, and avoid scheduling conflicts. All Committee chairs should have clearly defined roles, objectives, and responsibilities.

Most Committees should be Chaired by an Officer, and all other Chairs should be members of the Governance Committee.

Committee assignments and annual schedules of meetings should be set in advance and parties notified, including specifics such as date, time, location, and method of meeting (zoom call, in person, etc.)

All meetings should have a specific purpose, an agenda, and report minutes from the meeting.