Shee Atiká

# 2027 Annual Meeting of Shareholders

## *Candidate Information Addendum*



# Table of Contents


Values & Behaviors ..... 3

Governance & Management Roles ..... 5

- Governance and Management Roles ..... 5

Exceptional Leadership Characteristics ..... 6

- Exceptional Leadership Objectives ..... 6

Board Responsibilities ..... 7

- Role of the Board ..... 7
- Responsibilities of the Board – Executive Leadership ..... 7
- Responsibilities of the Board – Governance ..... 7

Board Member Responsibilities ..... 8

- Role of Board Member ..... 8
- Fiduciary Responsibilities of Board Member ..... 8
  - Duty of Care ..... 8
  - Duty of Loyalty ..... 8
  - Duty of Obedience ..... 8
  - Framework Responsibilities ..... 8
  - Partnership Responsibilities ..... 8
  - Values & Behavior Responsibilities ..... 9
  - Meeting Responsibilities ..... 9
  - Continuous Improvement Responsibilities ..... 9

# Values & Behaviors

The Governance Committee coordinates the discussion, renewal as needed, and signing of the Values and Behaviors Compact annually in Q3.

Board Members and Executive Leaders make the commitment to represent and be leaders of the Values and Behaviors expected of all at Shee Atiká by individually signing the Compact.

Trust: We are open, honest, fair, and equitable

I demonstrate Trust by:

- Establishing clear expectations
- Communicating in a timely manner
- Inviting and accepting feedback
- Listening carefully to what you say
- Taking time to ensure I understand
- Following up, providing feedback
- Acting with integrity, being honest
- Treating all fairly and equitably
- Being kind and caring
- Apologizing when wrong
- Honoring confidentiality

I would undermine Trust by:

- Withholding information
- Using a hidden agenda
- Having and benefiting favorites
- Blaming others unfairly
- Making a decision without the facts
- Saying no without a reason
- Gossiping, spreading rumors

Excellence: We are committed to excellence in all that we do

I demonstrate Excellence by:

- Determining what is expected
- Identifying problems
- Offering solutions
- Surpassing expectations
- Planning and organizing my work
- Being prepared
- Being flexible
- Jumping in to help others
- Using best practices
- Learning from mistakes
- Asking for guidance when needed

I would undermine Excellence by:

- Being unresponsive
- Being complacent
- Relying on way it's always been done
- Thinking I know it all
- Blaming others for my performance
- Not challenging the routine
- Not being responsible

Respect: We respect all beliefs and perspectives

I demonstrate Respect by:

- Earning trust
- Valuing input and feedback
- Being professional
- Considering other viewpoints
- Being available and approachable
- Taking time to listen
- Volunteering to help
- Praising in public
- Coaching in private

I would undermine Respect by:

- Ignoring others
- Belittling others
- Interrupting when others speaking
- Bullying or intimidating
- Behaving or acting inappropriately

Collaboration: We work together as one team

I demonstrate Collaboration by:

- Seeking to be on a team
- Participating when on a team
- Knowing I am one voice of many
- Sharing knowledge and information
- Recognizing team contributions
- Supporting the team decisions
- Socializing and enjoying fun times

I would undermine Collaboration by:

- Voicing collaboration as us, them
- Focusing on personal issues
- Excluding others
- Complaining w/o offering solution
- "Bad mouthing" team decisions
- Disregarding team decisions
- Taking credit for teamwork
- Not honoring commitments

Commitment: We are responsible and accountable for our actions

I demonstrate Commitment by:

- Focusing on the future
- Not dwelling on the past
- Seeking out opportunities
- Promoting organization's interests
- Being self-motivated
- Demonstrating a positive attitude
- Honoring promises
- Being fiscally responsible

I would undermine Commitment by:

- Ignoring organization interests
- Making unreasonable excuses
- Being defensive
- Disregarding policies
- Being disengaged
- Missing meetings or routinely late
- Not being prepared for meetings
- Wasting resources

# Governance & Management Roles

The Governance Committee coordinates the discussion, renewal as needed, and signing of the Governance and Management Roles Compact annually in Q3.

Board Members and Executive Leaders make the commitment to govern and manage by the Governance and Management Roles Compact, and to refrain from micro-managing or disregarding the roles of governance.

## Governance and Management Roles

Governance (51% partner)

- Responsible and ultimately accountable for performance.
- Represents best interests of the shareholders.
- Provides an all-encompassing direction (via Framework).
- Establishes Mission and Vision.
- Establishes expected values and behaviors.
- Approves strategies and plans.
- Sets performance expectations, approves goals and objectives.
- Closely monitors performance, insists on closing the gaps.
- Establishes Executive Leader responsibilities, selects Leader.
- Delegates authority and responsibility to Executive Leaders.
- Respects management role and responsibilities.
- Respects Board Chair as Executive Leaders direct and only report.
- Supports Executive Leaders.
- Holds Executive Leaders accountable in a fair and equitable manner.
- Provides necessary resources.
- Ensures financial viability.
- Oversees compliance with all regulations.
- Effectively manages its own governance affairs.
- Utilizes governance best practices.

Management (49% partner)

- Responsible and accountable to the Board for operational performance.
- Represents shareholder best interest.
- Executes the Board's provided direction (via Framework).
- Ensures Mission accomplishment and Vision achievement.
- Represents and champions values and behaviors.
- Develops and recommends Framework strategies and plans.
- Develops and recommends Framework goals and objectives.
- Provides open flow of performance information and closes any gaps.
- Successfully performs assigned responsibilities.
- Carries out the authority provided by the Board.
- Respects governance roles and responsibilities.
- Honors reporting only to the Board Chair.
- Offers governance support needs, asks for assistance when needed.
- Responsible and accountable for personal and organizational performance.
- Utilizes resources wisely.
- Supports financial viability.
- Ensures organization acts ethically, legally, and is in continual compliance.
- Effectively manages own operational affairs.
- Utilizes management and operational best practices.

# Exceptional Leadership Characteristics

The Governance Committee coordinates the discussion, renewal as needed, and signing of the Exceptional Leadership Compact annually in Q3. Board Members and Executive Leaders make the commitment to represent, promote, and support Exceptional Leadership.

## Exceptional Leadership Objectives

*Applicable to Board Members, Executive Leadership, and Executive Leadership's management team.*

Values exemplified

- Honest
- Open and transparent
- Confident
- Humble
- Compassionate
- Caring
- Inclusive
- Collaborative
- Decisive when it's time
- Challenge the routine
- Innovative
- Responsible and accountable
- Commitment to Mission and Vision

What exceptional leaders do

- Establish clear expectations
- Provide timely performance feedback
- Go to where work is performed
- Make myself available
- Invite and accept feedback
- Take time to listen
- Follow up in a timely manner
- Honor what I say, explain if I can't
- Take responsibility for my actions
- Apologize when wrong
- Treat all fairly, equitably, consistently
- Praise in public and coach in private
- Ensure a respectful work environment
- Honor confidentiality

What exceptional leaders don't do

- Withhold information
- Have a hidden agenda
- Make decisions without adequate input
- Have favorites
- Say no without a reason
- Routinely be too busy to help
- Be defensive
- Blame others
- Act inappropriately, as defined in values

# Board Responsibilities

The Shee Atiká Board is ultimately responsible and accountable for ensuring the best interests of the shareholders are being met and for the overall performance of the organization. The Board is expected to provide the Mission and Vision direction, develop an effective partnership with the Executive Leadership, establish the values and behaviors expected, and approve strategies, objectives and dashboards for meeting Mission and Vision expectations.

Policies incorporated by reference:

- Articles of Incorporation of Shee Atiká Inc., April 03, 1990.
- Restated Bylaws of Shee Atiká Incorporated, October 2026
- Shee Atiká Inc. Partnership Manual 2022
- SAFE, SABT, SAIL, SALT

## Role of the Board

- Represent the best interest of shareholders.
- Provide the organization's overall direction.
- Work in partnership with Executive Leadership.
- Establish a positive work culture.
- Approve strategies that lead to Mission accomplishment.
- Set bold goals, monitor performance, hold all accountable.

## Responsibilities of the Board – Executive Leadership

- Establishes Executive Leader responsibilities.
- Selects Executive Leader.
- Delegates authority and responsibility to Executive Leader.
- Provides resources, support for Executive Leader to be successful.
- Holds Executive Leader accountable.
- Respects governance and management roles.
- Avoids micro-managing.
- Establishes Board Chair as Executive Leader's direct and only report.

## Responsibilities of the Board – Governance

- Provide an annual Framework for Success direction.
    - Mission and Vision
    - Partnership commitment
    - Values & Behavior expectations
    - Strategies, objectives, and dashboards
- Assign Committee & Executive Leader dashboard responsibilities.
- Support strategic dashboard accomplishment.
- Meet as frequently as necessary to meet obligations.
- Utilize and support use of Partnership Practices.

- Utilize a focused agenda, allowing adequate discussions time.
- Ensures financial viability.
- Oversee compliance with all regulations.
- Effectively manages its own governance affairs.

# Board Member Responsibilities

## Role of Board Member

Board Members are considered fiduciaries of the organization. They must always act in the best interest of the organization, ensure that resources are appropriately utilized, and that all legal obligations of the organization are being met.

## Fiduciary Responsibilities of Board Member

### Duty of Care

It is generally recognized that the Duty of Care requires board members to act in good faith and to use the same degree of diligence and care in decision making that a prudent person would use in similar situations or circumstances.

### Duty of Loyalty

The Duty of Loyalty requires board members to protect the organization's business interests and to refrain from deriving personal gain to the organization's detriment. The board member must always act in good faith without self-interest.

### Duty of Obedience

The Duty of Obedience requires the board and each board member to comply with the requirements of applicable laws, rules, and regulations. In addition, the Duty of Obedience includes honoring the terms and conditions of the organization's mission, bylaws, policies, and procedures.

### Framework Responsibilities

- Participate in the annual framework planning process.
- Support mission and vision commitments.
- Utilize the framework as a guide.
- Support mission dashboard strategies and objectives.
- Focus on Future dashboard objectives.

### Partnership Responsibilities

- Honor the Values & Behaviors Compact.
- Respect the role of governance and that of management.
- Strive for and support exceptional Leadership Characteristics.
- Make the commitment to open and timely communication.
- Serve on one or more committees.

## Values & Behavior Responsibilities

- Lead the Shee Atiká value and behavior expectations by example.
- Hold yourself accountable.
- Accept feedback positively and constructively.
- Be open, transparent, and timely in addressing value concerns.

## Meeting Responsibilities

- Come to meetings on time.
- Be prepared, having read the background materials.
- Actively participate in discussions and debate.
- Use Values & Behaviors Compact as guide during conversations.
- Support the informed decision-making practice.
- Support team decisions, although you may have voted no.

## Continuous Improvement Responsibilities

- Take personal responsibility for continuous learning.
- Actively participate in training programs.