



Governance or Management?

Take the quiz!

Governance **Management**

<input type="checkbox"/>	<input type="checkbox"/>	Prepares the budget
<input type="checkbox"/>	<input type="checkbox"/>	Organizes volunteers for work party
<input type="checkbox"/>	<input type="checkbox"/>	Prepares monthly financial statements
<input type="checkbox"/>	<input type="checkbox"/>	Observes conflict of interest guidelines
<input type="checkbox"/>	<input type="checkbox"/>	Pays current invoices
<input type="checkbox"/>	<input type="checkbox"/>	Orders a new replacement reserve plan
<input type="checkbox"/>	<input type="checkbox"/>	Develops procedure for pet policy
<input type="checkbox"/>	<input type="checkbox"/>	Organizes a social committee
<input type="checkbox"/>	<input type="checkbox"/>	Verifies incomes of new applicants
<input type="checkbox"/>	<input type="checkbox"/>	Orders new fridges
<input type="checkbox"/>	<input type="checkbox"/>	Recognizes volunteers
<input type="checkbox"/>	<input type="checkbox"/>	Recruits new directors
<input type="checkbox"/>	<input type="checkbox"/>	Appoints the auditor
<input type="checkbox"/>	<input type="checkbox"/>	Collects arrears
<input type="checkbox"/>	<input type="checkbox"/>	Decides subsidy policy
<input type="checkbox"/>	<input type="checkbox"/>	Approves the budget
<input type="checkbox"/>	<input type="checkbox"/>	Hires management

It can be difficult telling the difference between **governance** and **management** tasks, but think of it this way: boards *make decisions* that require action to be taken, and managers *take action*.

Governance is how directors, and the members who elect them, set and control the overall direction of the co-op to ensure its success as a viable business and a co-operative community.

Key **governance** tasks include:

- identifying goals, setting priorities, and planning
- establishing rules and policies
- selecting, supervising, and evaluating management
- evaluating outcomes.

Management is taking care of the day-to-day business of the co-op to achieve the goals set by the members and directors.

Key **management** activities include:

- managing the finances
- keeping the co-op in good repair
- keeping the co-op full
- meeting legal responsibilities
- supporting good governance.

Governance or Management? The answers are:

Management	prepares the budget
Management	organizes volunteers for a work party
Management	prepares monthly financial statements
Governance	observes conflict of interest guidelines
Management	pays current invoices
Governance	orders a new replacement reserve plan
Governance	approves policies
Governance	organizes a social committee
Management	verifies incomes of new applicants
Management	orders new fridges
Governance	recognizes volunteers for their contribution
Governance	recruits new directors
Governance	appoints the auditor
Management	collects arrears
Governance	decides subsidy policy
Governance	approves the budget
Governance	hires management