

# YOUR BUSINESS PLAN

## LEADERSHIP PLAN

# Palmer Software

### **Board of Directors/Trustees**

Job description: The governance of Palmer Software.

Criteria for selection (experience, expertise, loyalty, etc.):

(1) The CEO or President must know the board members well, (2) they should have a vibrant relationship with Jesus Christ, (3) each board member should have an area of expertise that can be beneficial to the company, such as legal, accounting, or international business, (4) the board members must fully embrace the vision, mission and values of the company, (5) board members must be able to attend at least three of the four meeting a year, (6) people of absolute integrity.

Responsibilities:

(1) Overall governance of the company, (2) selection of the CEO, (3) audit committee, (4) approval of annual budget and business plan, (5) executive compensation committee.

Plan to effectively communicate with the Board:

(1) Provide the board with a monthly status report & financials, (2) quarterly board meeting, (3) immediately communicate any significant issues that surface and ask for their counsel, (4) Over-communicate!

## LEADERSHIP TEAM

Who are the members of your leadership team at work? Describe the role of each member.

David Palmer is the CEO, Pedro Gonzales is the VP of Software, Adam Palmer is the VP of Operations, Michelle LoCurto is the VP of Sales and Ben LeVan is the VP of Sales and Ben LeVan is the VP of Human Resources.

Is the leadership team aligned and passionate about the Vision, Mission, and Values? If not, what is your plan to align the team?

Yes, the long-term leadership team is aligned and passionate. However, two new management hires have not yet fully understood or embraced them.

What personnel and leadership will you need to accomplish the current, mid-term, and long-term business plan?

The Marketing VP and the International VP are the leaders we will need to add along with the replacement for VP of Operations, Adam Palmer, if he is promoted to President or CEO. We will need additional personnel to work in the hand held division and to serve the international marketplace.

Establish a budget for the wages and overhead costs of them all.

To be determined.

Describe the plan for you and your leadership team to improve leadership skills and capacity, and to mature in your relationship with Christ?

We have not focused on this in the past, and will convene our leadership team and board to explore how to accomplish this.

---

# YOUR LEADERSHIP PLAN

## **Board of Directors/Trustees**

Job description:

Criteria for selection (experience, expertise, loyalty, etc.):

Responsibilities:

Plan to effectively communicate with the Board:

---

## LEADERSHIP TEAM

Who are the members of your leadership team at work? Describe the role of each member.

Is the leadership team aligned and passionate about the Vision, Mission, and Values? If not, what is your plan to align the team?

What personnel and leadership will you need to accomplish the current, mid-term, and long-term business plan?

Establish a budget for the wages and overhead costs of them all.

Describe the plan for you and your leadership team to improve leadership skills and capacity, and to mature in your relationship with Christ?

---