

2_2_2017 FINAL minutes, Governance Committee

Present: Chris Hugues, Nancy Manning, Jan McCarthy, Nancy Stearns, Evelyn Bless

Absent: Neil Smith

Also present: Paul Berg

Chair: Nancy Stearns, minutes: Evelyn

Called to order 1:05 p.m.

Approval of January minutes: Motion: Jan. 2nd: Chris. Approved unanimously.

Annual meeting of FCCC members: Will be in February, 2016. For the future: annual meeting should be on same date each year and as soon as possible after end of fiscal year, which falls at end of September. Therefore going forward, the annual meeting will be on the date of the November Board meeting, after the Board meeting.

Review of Board handbook: continued to end of draft. Notes:

- Modified language about 'committee members do not have to be a member of Center' to add: "unless otherwise specified."
- Reviewed major text changes to end.
- Committee chairs appointed yearly; committee members yearly unless otherwise specified. Language in the Handbook will replace current procedure on Committees.
- **Action item:** Jan will prepare up to date version and send copy to Evelyn and Nancy. Evelyn and Nancy will collaborate on editing, send to Chris for review.

Board self-assessment: Committee members asked that text be edited to clarify and make more user-friendly.

Action item: Evelyn and Nancy will collaborate on editing copy, send to Chris for review.

Agenda item Feb. Board meeting: Proposed reelection of four directors for another term: handle this month or next month.

Adjourned: 3 p.m.

Next meeting: March 9, 2017, 1 pm (note: this is one-time change from second Thursday in month).