

## **2\_7\_2013 FINAL minutes, Governance Committee**

Present voting members: Nancy Stearns, Nancy Manning, Evelyn Bless, Bob Kerns, Libbie Jae

Absent voting member: Sandra Harrington

Also present: Tom Aderhold, John Miley

Chair: Nancy S., minutes: Evelyn

Called to order 1:10 p.m.

**Adoption of January minutes:** Libbie motioned, Evelyn 2<sup>nd</sup>. Changes from Nancy Manning: In “Board Candidates” paragraph, eliminate words from “Process is” through “series of meetings.” In Action item, change to “Evelyn has information about” (take out 1<sup>st</sup> name). In Board/Center documents” paragraph, take out words after “Secretary is custodian of records.” Minutes accepted with changes.

**Discussion of ED performance review process.** We discussed irregularities in the way staff and non-Board committee members’ feedback was requested, collected and distributed. There is some concern about whether this needs to be redone. Motion by Libbie: Ask Ken Tinkler if there is a problem with what has been done so far. If he says ‘no,’ keep as is. If he says ‘yes,’ we will resubmit staff and non-Board committee review requests. Nancy Manning: 2<sup>nd</sup>. Approved with Nancy Stearns abstaining.

If we must resubmit, should all go out from one person w clear instructions. Evelyn volunteered. Details to be worked out in a special meeting if needed.

**Action item:** Nancy Stearns will collect relevant emails and call Ken Tinkler. Depending on results, she will call a special meeting of the committee to work out details.

**Policies research and storage;** Tabled to next month.

**Board self assessment details:** Tabled to next month.

**Action item:** Paul will send summary to committee members BEFORE next month’s meeting.

**New Board member orientation procedure:** #3 was deleted, another item was added by Board. Nancy Manning needs details to update original for staff.

**Action item:** Nancy Stearns will send minutes of last Board meeting to Nancy Manning.

**Addition to annual meeting agenda:** Nancy Manning suggests each committee head should state mission and responsibilities.

**Action item:** Evelyn will find mission for Governance committee in minutes. Evelyn will send out to Board members an updated annual meeting agenda reminder that includes this.

Meeting adjourned 3:07 p.m.

Next regular meeting March 7, 2013.