

3_9_2017 FINAL Governance Committee minutes

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

Also present: Paul Berg

Chair: Nancy Stearns, minutes: Evelyn

Called to order 1:05 p.m.

Approval of February minutes: Motion: Jan. 2nd: Neil. Approved unanimously.

Self Assessment form review: Reviewed and made final minor changes. Forms are due April 4; if available, we will review results in next committee meeting. Paul will notify Secretary if board needs to be reminded by April 1; Secretary will send out reminder. Secretary is keeper of results.

Actions:

- 1) Evelyn will incorporate changes, send final to Paul before next Tuesday afternoon; will also send to committee members.
- 2) Paul will send out as an attachment with Board documents; Paul will note to recipients that there is an item requiring their action.
- 3) Agenda item for March Board meeting.

Review of Board handbook: Reformatted version passed out. We put off review to next month.

Actions:

- 1) All committee members: read through page 11. Note that "History of Center" section is incomplete.
- 2) Jan: Email committee report sheet to Evelyn and Nancy Manning.
- 3) Evelyn: Incorporate Founders history, vision from Board strategic meetings in 2014, committee report (Appendix Q) into Handbook. Send to Nancy Manning and Chris for review. Consolidate changes for next month.

Adjourned: 2:32 pm.

Next meeting: April 6, 2017, 1 pm.