

7_7_2016 Governance Committee, Final minutes

Present: Nancy Stearns, Jan McCarthy, Neil Smith, Evelyn Bless

Absent: Chris Hugues, Nancy Manning

Also present: Paul Berg

Called to order 1:10 pm

Chair: Nancy Stearns; minutes: Evelyn

Minutes for June: motion to accept: Jan. Neil: second. Accepted without changes.

Action items from last month:

Tracking of Board responsibilities: Evelyn is working on a spreadsheet.

1000 cash/in kind contribution: intended to be recommendation, not requirement; Evelyn working on way to record extra contributions (volunteer and other) that help fulfill this.

Training session for Board members: need suggestions for later this year

Website updated w committee minutes: minutes need standard format. **Action item:** Evelyn will look at Board minutes and suggest standard format for standing Board Committees.

Policy Book update:

- Need to change Public Communications policy to reflect that if there is a disagreement between Board member and ED on a communication, the Board will resolve. Wording change to this policy: **agenda item** for next Board meeting.
- History of Center written by Paul Berg was passed out.
- Officer responsibilities were reviewed.
- List of standing Board committees: 1) Executive, 2) Finance, 3) Governance, 4) Programs, 5) Development, 6) Personnel, 7) Equipment and Facilities, 8) Nominating, 9) Executive Director Performance Review.
- Descriptions of standing Board committees: **action item for committee members:** review committees 1-9 and bring comments to next meeting.
- Self-assessment: review in August. Walkthrough of total policy book so far: August.

Adjourned 3 pm.