

## 8\_4\_2016 Governance Committee, Final Minutes

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

Absent: Evelyn Bless

Also present: Paul Berg

Called to order at 1:10 pm

Chair: Nancy Stearns; minutes: Nancy Manning

Minutes from July: motion to accept: Nancy S., Second: Neil. Unanimously accepted with one change: add "Director" to Paul's title: Executive Director.

### **Action item from last month:**

The Public Communications policy was adopted by the Board of Directors on 7/20/16 with the change that clarifies that if there is a disagreement between a Board member and the Executive Director on a communication, the Board will resolve it at its next meeting.

### **Policy Book update:**

Jan handed out a draft of the Handbook and we looked particularly at the section on committees.

- Board Committees: these must be chaired by a Board member, but sub-committees may be chaired by a non-Board member.
- Structure of the Governance Committee will remain unchanged.
- The Programs and Events Committee may need some revision to become more focused. Perhaps this would result in a separate Development and Marketing Committee.
- The Advisory Board should be reconsidered.

In order to encourage participation of potential Board members, we will change the annual responsibility of bringing in the equivalent of \$1000 to become a highly recommended goal.

### **Action Items:**

Nancy S. and Paul will meet to discuss the structure of the Programs and Events Committee.

Nancy M. to revise the Commitment to Service.

We each should review the entire drafted Handbook before next meeting.

We each should review the Board self-assessment before next meeting.

Adjourned at 2:40 pm.