

9_14_2017, FINAL Governance Committee minutes

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

Also present: Paul Berg

Absent: Nancy Manning, Evelyn Bless

Called to order 1:10 pm.

Chair: Nancy Stearns

Tabled to October: Approval of August minutes, Orientation/Recruitment

Directors' Handbook:

- Change of wording for the HOAs in the Handbook was questioned. Will be discussed when Bylaws and Commitment to Service form are reviewed.
- This committee will review, in this order: calendar, advisory board, Orientation/Recruitment, Bylaws, and the 990 form.

Calendar review:

- In September of an officers' election year (bi-annual), the President will appoint the Nominating Committee, consisting of 3 board members.
- Neil Smith will prepare a proposed form to be used by the Nominating Committee and given to the Board to assist in preparing the potential officers' slate.
- The election will be held in November.
- Officers will be installed at the January Annual Meeting.

Action: Chris Hugues will prepare a proposed annual calendar for the Governance Committee for October meeting.

Adjourned 2:45 pm.

Submitted by Nancy Stearns in Evelyn Bless' absence.