

9_3_2015 FINAL minutes, Governance Committee

Present: Nancy Stearns, Nancy Manning, Chris Hugues, Evelyn Bless, Sandra Harrington

Also present: Paul Berg

Chair: Nancy Stearns; minutes: Evelyn

Called to order 1:08 pm.

Adoption of minutes: Nancy Manning motion, Evelyn second: 1). Replace final June and July minutes with new version, very minor corrections by Nancy Manning. 2) Correct August minutes by removing 2nd and 3rd sentences about approval of previous minutes. Change date of next meeting to Sept 3. Approved.

Action: Nancy Manning will send out finals of these three months.

Action items:

- Nancy Stearns has copy of Paul's job description.
- Evelyn will make a list of missing documents on the website and send to Paul. Nov. 2014 BOD minutes are missing from Nancy's collection: why? Evelyn will look for them.
- Paul will find out when Ken Tinkler holds Sunshine training (mandatory for all committee members to attend). Paul will email printout of Sunshine training to committee members.
- Paul will give Conflict of Interest to Programs/Development committee.
- Jim Burge recognition: we like idea of a Jazz Festival in his name very much. Will turn over to Programs/Development committee.
- Customer service statement: any Board additions to the staff statement? Evelyn will research for next month.

ED Performance Review Form: attach Paul's job description when it is sent out to evaluators. We finished review of sections.

Policies and procedures packet: Documents 8 and 16 are newer versions. Next month: review final draft of entire packet before submission to Board.

Committee member: Libbie Jae has resigned. We accept her resignation and are looking for a possible replacement. The committee extends our appreciation to Libbie for her service and commitment to the Center.

Adjourned 3 pm.

Next meeting: Oct. 1, 1 pm.