

1-4-2018 Governance Committee, Final minutes

Present: Nancy Stearns, Nancy Manning, Jan McCarthy, Evelyn Bless, Neil Smith, Paul Berg

Absent: Chris Hugues.

Chair: Nancy Stearns, minutes: Evelyn. Called to order: 1:05 p.m.

Approval of minutes: Motion: Evelyn, second: Jan. Approved unanimously with one change: change “policies” to “procedures” for Summary ED Review form.

Changes to policy handbook: will be ongoing as separate agenda items. Changes will be incorporated into next handbook issuance late this year.

Agenda items for next month:

- Committee membership procedure
- ED performance review procedure
- ED performance review form
- Summary ED performance review form

Calendar changes: tabled to next month when Chris is back.

Advocacy committee: Has met for first time. Summary of what was covered:

- Purpose is to identify ways for Board and staff to advocate for Center and the arts, primarily through building relationships with organizations and individuals in the community. Part of taking on local leadership role in arts, cultural programming.
- Start with ensuring all Board members and staff are consistent with way they view Center and comfortable with talking about its essence.
- First step with County: go as group to County Commissioner meeting. During public comment time, thank them for support and talk about what we have achieved.
- Next: invite individual commissioners to Center.
- Board members should wear their name tags; thank volunteers and staff regularly; work on personal relationships w donors.
- Establish relationships with other arts/nonprofit groups by first contacting individuals for more information.

Advisory council:

- Will be a “brain trust” of local individuals and organizations that can offer advice on programs, resources, new directions, etc. People and/or organizations interested in arts, culture, building community, giving back to community, helping create opportunities for individual/community growth. Meet as a group 2-3 x/year to talk over 1-2 topics.
- Size: recommended 12-15. Carefully selected group.
- Approach: a representative of the Center talks to the individual: what can we do to serve your community/your customers? Individual may be part of an organization where the role is delegated to others. Follow up with a letter. Notify via letter when a council meeting is scheduled, what it is about.

Action item for everyone next month: Bring potential names.

- Evelyn: list of donors.
- Chris: CABA members.

Old/New business: Orientation, plan for identifying new Board members.

Adjourned: 2:50 p.m.

Next meeting: Feb. 1, 2018, 1 p.m.