

2_1_2018 Governance Committee FINALminutes

Present: Nancy Stearns, Nancy Manning, Chris Hugues, Jan McCarthy, Evelyn Bless

Also present: Paul Berg

Absent: Neil Smith

Chair: Nancy Stearns; minutes: Evelyn

Called to order 1:05 pm.

Approval of minutes. Motion: Evelyn. 2nd: Jan. Approved unanimously.

Calendar actions this month:

- **Board self-evaluation.** We reviewed the Board Self-Assessment form.

Actions:

Nancy Manning: update generic form and send to Evelyn.

Evelyn: update due date to April 1, 2018 and send to Paul.

Paul: include the form in Board packet. Distribute to Board in March.

- **Agenda items for Board meeting in February:**
 1. Re-election of Board members whose terms are up. This year: Neil Smith, Craig Nowicke.
 2. Commitment to Service and Conflict of Interest forms. Pass out at meeting, all Board members sign and pass in. The Secretary will scan them into online record.
 3. Appointment of standing committee chairs (President).
 4. Approval of committee memberships (Board).
 5. Strategic planning (all): Board turns in vision statements, all discuss Center's vision.

ED Performance review procedure and forms: tabled to June so we can get feedback on improvements after current review is complete.

Committee membership procedure. Minor changes. Motion to accept: Jan. 2nd: Chris. Accepted unanimously. Nancy Manning will update the form.

Advisory Council:

- **CABA and donor lists:** discussed contacts for Advocacy/Advisory Council or both. Possibly approach individuals as bridge between CABA and Center.
- We need to clarify concept of Advisory Council and approach we wish to take. Emphasize trying to bring community together, creating synergy with the community, what we bring to the table. Need concept first.
Action: Evelyn will develop a draft concept statement. We will send to Board in March.

New BOD members: no urgency during strategic planning but we need to be thinking about what we want in the way of "diversity" for Board members.

Action for future to assist in this: develop a simple chart identifying the strengths/background experience of each current Board member.

Adjourned 2:20 pm.

Next meeting: March 1, 1 pm.