

## 10-11-2018 final Governance Committee minutes

Present: Nancy Stearns, Nancy Manning, Neil Smith, Evelyn Bless. Also present: Paul Berg. Absent: Jan McCarthy, Chris Hugues

Chair: Nancy Stearns, minutes: Evelyn. Called to order 1:10 pm.

**Approval of September minutes:** motion: Evelyn. 2<sup>nd</sup>: Neil. Approved unanimously.

### **FCCC Board application:**

- Revision includes:
  - Change in application process to 4 initial steps: 1) Indicate interest with a written statement; 2) Meet with ED or a Board member to ask and answer questions; 3) Submit a Board application, Commitment to Service and resume; 4) We suggest that the person attend a Board or committee meeting to meet Board members and see the Board in action.
  - The applicant is then interviewed, references and background checked, and all is reviewed by the Governance Committee to determine whether to send to full Board.
- Four new/revised documents:
  - Expression of Interest form
  - New Board Member Selection
  - Application to FCCC Board of Directors
  - Commitment to Service

**Action item:** Nancy Manning will incorporate current changes and send to committee members, then send final to Paul.
- **Agenda item for Board:** Motion from Neil: Send the four documents to the Board for approval, pending the committee members' review and approval via email of the changes made today. Second: Nancy Manning. Approved unanimously.
- Sophia Lynn Denicolo. New Board applicant; we received her resume. She will be first person to use the new procedure and forms.

**Action items:** Paul will send Expression of Interest form to Sophia. When it is returned, Neil and Evelyn will set up a meeting with her.

**Advisory Council.** Tabled to next month.

**Action items:** Each committee member should prepare a draft recruitment statement. Nancy Stearns will send Arts Council ad to committee members.

**ED Performance Review procedure and form. Agenda item for next month. Action item:** Nancy Manning will review and draft suggested changes. Need to add a hard timeline for review with ED and sharing of results with rest of Board.

**Committee Review forms. Agenda item for next month.**

**Nominations for officers.** Paul will put officer candidates on agenda for next Board meeting.

Adjourned 3:05 pm

Notes for Advocacy: We need presentation to Phase III board from Advocacy committee. Staff may know individuals from Phase II, III who would be promising for Board.