

8-2-2018, Governance Committee, FINAL minutes

Present: Jan McCarthy, Chris Hugues, Neil Smith, Nancy Manning, Evelyn Bless

Also present: Paul Berg, Alan Preston

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

Approval of minutes. Motion: Nancy M. 2nd: Jan McCarthy. With minor change, approved unanimously.

Bylaws update. Minor change from Ken Tinkler.

ACTION: Nancy Manning will update, send to Paul.

Strategic planning objectives from last BOD meeting. Most affect Governance, thus this is a summary:

- **Advisory Council.** Governance is to clarify the concept, work out how will meet, seek list of potential candidates.
- **Increase Board members.** BOD wants to increase directors to 9-12 over next year. Governance will take lead in needed actions, which include:
 - (1) solicitation/ad for directors,
 - (2) determining what we need in new members' strengths/backgrounds,
 - (3) revising recruitment process,
 - (4) vetting and sending potential candidates to BOD, and
 - (5) implementing an orientation process.
 - (1) **Solicitation/ad:** we need a boilerplate statement to run on our website and locally. Can we combine boilerplate from BOD/ED and Arts Council? We want the right tone. This can be general, because we need BOD members, Advisory council and volunteers. **ACTION:** Homework for all committee members for next month—answer the question, “how do we achieve our ‘ask’?” Compose a draft--what you think we should say to engage and interest people.
 - (2) **Determine what we need** in new member strengths/backgrounds. We start by looking at strengths/backgrounds of current Board. **ACTIONS:** Evelyn will revise Questionnaire for current Board members and send to Paul. Paul will send out in packet to BOD for this month. Nancy Stearns will collect by end of August and present to Governance at next meeting for collation in the Matrix.
 - (3) **Recruitment.** How do we streamline the process? How do we convey quickly to potential candidates what Board members do? **ACTION:** For next month, all committee members are asked to think about potential changes to the new member selection procedure.
- **Board education.** ED's responsibility to find a seminar for Board continuing education.
- **Annual donation increase.** BOD wants to gradually increase the yearly donation, with the goal of reaching \$1000/year in a few years. Suggest raising to \$500 next year. Governance should update commitment to service, inform Board.
- **BOD meeting schedule.** This is in the future. At some point the Executive Committee (BOD officers) will meet monthly to review reports. The full BOD will meet bimonthly.

New business. Landscape committee will be formed. Short term mission is to guide volunteer maintenance. Long term mission is to develop a landscape design for the Center that includes facilities and grounds, and a plan for implementing the design. We asked Chris Hugues to consider leading.

Adjourned 2:30 pm. Next meeting: Sept. 6, 2018.