

2-7-2019 Final Governance Committee minutes

Present: Nancy Stearns, Evelyn Bless, Nancy Manning, Chris Hugues, Neil Smith. Absent: Paul Berg.
Chair: Nancy Stearns; minutes: Evelyn Bless. Called to order: 1:08 pm.

Approval of Jan. minutes: Motion to approve: Evelyn. 2nd: Neil. Accepted unanimously.

Review of calendar: tabled to next month.

Replacement for Jan McCarthy: Based on background, Sharon Danaher suggested. Paul will ask her.

Orientation for new Board members: Reviewed draft. Motion to accept with changes: Nancy M. Chris: 2nd. Accepted unanimously.

Action: Evelyn will send to Paul so he can give revised version to Sophia Denicolo, newest Board member. Also send copy to Nancy Manning for Handbook Appendix.

Board Composition Matrix:

- How do we use this to determine what we seek in new Board members?
- **How to find new Board members:** Discussion. Points made:
 - We have the recruitment statement; have Paul make a pitch before performances.
 - Written materials requesting people to consider joining Board or helping committees should be prepared for distribution and available in the lobby at all times.
 - The role of this committee is to make suggestions, not to find the new Board members. The Board itself needs to be active in seeking Advisory and Board members.
 - A great phrase to use when seeking to interest someone is, "We need your help." If you are looking for specific help, the magic phrase is, "We need your advice."
- **Agenda item for Board meeting:** we suggest the Board make this an agenda item under New Business for discussion. Solicit ideas on how Board can be more proactive in finding people. Maybe make this a periodic agenda item, to assess progress. **Note:** Strategic Planning should also be a periodic agenda item.
- **Action item:** Evelyn will send Matrix to Paul for Sophia Denicolo to fill in.

Board Committee Annual Reports: We have received Development (Neil), Governance (Nancy Stearns) and Advocacy (Evelyn). These need to be collected from all committee heads and made public. Annual meeting would be a good time to distribute.

BOD Handbook: Discussion of updates. **Action item:** Nancy Manning will update draft and appendices and send to everyone.

Adjourned 3 pm.