

4-4-2019 Final Governance Committee minutes

Present: Nancy Stearns, Nancy Manning, Chris Hugues, Sharon Danaher, Evelyn Bless, Chris Hugues, Paul Berg.

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

Approval of March minutes: Motion to approve: Evelyn. 2nd: Neil. Approved unanimously.

Review of BOD Handbook: The handbook and its appendices were reviewed.

- Document retention purge process: is to be folded into risk assessment to be performed later this year (added to BOD calendar for June).
- Advisory Board/Council section: will be left as is until we receive more direction from Board.

Action item: Nancy Manning will update Handbook and appendices with changes.

Agenda item for next month: final review and approval.

Calendar in Handbook and separate handout for Board and Governance: review started.

Action item: Chris will update with changes.

Agenda item for next month: review and update.

Bylaws: reviewed.

Action item: Nancy Manning will update.

Agenda item for next month: final review.

Adjourned 2:45 pm.