

1_2_2014 FINAL Governance Committee minutes

Present: Nancy Stearns, Evelyn Bless, Bob Kerns

Also present: Paul Berg

Absent: Libbie Jae, Nancy Manning, Sandra Harrington

Chair: Nancy; minutes: Evelyn

No quorum present; therefore agenda was shortened, no votes taken.

Annual meeting: will be February 19. Regular Board meeting with additional items on agenda. Notes on agenda:

- Welcoming remarks from Nancy and Paul
- Start w Craig's video. **Action item for Paul:** Ask Craig if he can append Messiah clip to end, as closing. Do by annual meeting or for next FriendRaiser.
- Introduce Board members, who should each say their name and a few words. Committee heads will read mission statement of their committee. (Note: Evelyn cannot attend Feb. meeting.)
- Paul's handouts: annual report on "state of the Center." Describe committees, relationship with County. Note that we are starting 2014 with debt paid off: clean slate. **Action item for Paul:** have this ready for next Governance meeting review if possible.

Strategic planning:

- Need a facilitator. One of best ways to find out how good a person is at conducting lively strategic planning is to ask references about process. **Action item:** By February Board meeting, Paul and Evelyn to have names and references screened, recommendation for Board.
- Need to have Loring training done before strategic planning. **Action item for Evelyn:** send out email to Loring attendees, asking if can attend Jan. 7 group meeting.
- Capital improvement data will be used by strategic planning also. Nancy S. has completed survey of staff members for "wish list" for Studio.
- John Miley will contact Henry Woodruffe (architect) to find out his interest before holding next capital improvement meeting.

Board candidate update: look at sponsors and internal (members, acquaintances) for possible candidates.

Board self assessment: not all were returned. **Action item for Paul:** send out both sheets again with request.

Board guests: **Action item for Nancy S:** ask Bill DeMare to contact Sandy Murman about a visit and for Bill to be there.

Board orientation checklist: **Action item for Evelyn:** fill out as completed for each new Board member and send to Paul for filing.

Questions about payback clause in our contract with the County: Ken Hoyt was one of drafters. **Action item for Paul:** call him to find out more about why put in.

Board/staff/volunteer get-together: will be Sunday, February 8, before Sounds of Swing.