

## Governance Committee, June 2, 2016, FINAL minutes

Present: Neil Smith, Nancy Stearns, Nancy Manning, Evelyn Bless, Jan McCarthy

Absent: Chris Hugues

Chair: Nancy Stearns, minutes: Evelyn

Call to order 1:05.

Minutes for April: Motion to accept: Neil; second: Jan. Accepted with change.

Minutes for May: Motion to accept: Nancy Manning; 2<sup>nd</sup>: Neil. Accepted with changes.

Policy/Procedure Update:

- Nancy Manning will send note to Paul, add the five policies to agenda of Board meeting.
- Whistleblower Protection: Nancy Stearns will send note to Alan Preston. Can we change the title to Whistleblower Policy: will it affect content?

Handbook Policy Book update (Jan): reviewed sections.

- Discussed F-1, making each chair of Board committees a Board member. These are Board committees. The Center committees do not have to be chaired by Board members.
- History of Center: Neil will undertake to write; he should talk with John Miley.
- How are Board responsibilities measured? Evelyn will talk with Paul about:
  - Tracking and “reporting” of fulfillment of Board responsibilities (spreadsheet which Secretary has)
  - Measurement guidelines for responsibilities like additional financial support
  - Board training session: not done last year

Direction/guidelines for committees: Jan noted that website needs updating; many minutes are missing. Nancy Stearns will remind Paul.

Self-assessment form review: tabled to July.

Strategic planning: ideas, how to plan workshops: agenda item for next meeting.

Adjourned: 3:15 pm.