

Governance Committee Meeting Minutes: Wednesday, December 2, 2020 6:00 pm via Zoom
Attendees: Doug Abbott, Susan Schikofsky, Brenda Warnock (chair, recorder)

1. Board Portal Manual Draft Table of Contents: reviewed. Susan will compare Table with current Portal document sequence and provide feedback on usefulness of Table: no trouble navigating table of contents; contact info document needs updating (Dec. 13th)
2. New Board members feedback on their Orientation to the Board including Portal: positive comments received: welcoming, quick response to help when needed, found being assigned to Standing Committee helped involvement with Board work. Recommendation: include orientation to Portal as part of Board Orientation.
3. By-Law changes in June: Brenda will followup on signatures required with by-law changes
4. Finance Committee Terms of Reference: Brenda will pull together the 3 current proposed ToR into one document – to be reviewed by current Finance and Governance Committees. Once finalized present to the Board for approval.
Idea of joining the Finance and Human Resource Committees discussed – recommended to keep separate at this time – may be reviewed in the future.
5. Policies and Procedures: Reviewed current documents up to Recruitment and Selection of Board Members: Doug presented his ideas for revisions – will send copies of revisions to Committee Members. Brenda will develop draft revisions for next Committee mtg. Susan will review Policy 2011-04 Code of Conduct: repetitiveness, organization and recommend any changes. Committee recognized that there is not a Policy on Conflict and Conflict Resolution. Our current Conflict of Interest Policy 2011-03 deals specifically with conflict of interest and not conflict in general – may want to create a new policy
6. Next Governance Mtg: January 20, 2021 at 6pm by zoom.