

Governance Committee Meeting Minutes: Monday, March 29, 2021 6:00 pm via Zoom
Attendees: Doug Abbott, Susan Schikofsky, Brenda Warnock (chair, recorder)

1. Updates
 - Revised Board Orientation List now posted in Board Manual on Portal: Forms 17 (o)
 - Forms update: Board Membership & Committee List now includes Alliance Board Liaison Member (17i)
 - Board Education Task Form added to Manual on Portal (17p)
 - Board Meeting Agenda Template (17c): recommend the following changes – under Committee Reports remove b. Quality Committee as this committee no longer exists; reorder list of Committees a. Finance, b. Governance, c. HR Committee, d. Nominating Committee e. Strategic Planning and f. Building Committee; Add g. Alliance for Healthier Communities Board Liaison Report
2. Board Final Evaluation: questionnaire updated. Items to add? Finalize at next meeting.
3. Finance and Audit Committee ToR: draft to be sent to Stephen and Lil for final recommendations before presenting to Board
4. Policies and Procedures
 - 2011-05 Duties, Obligations and Expectations of Directors: present to Board for approval
 - 2011-06 Confidentiality including In Camera Mtgs: recommendations recorded – present to Board for approval requesting feedback on how to manage confidential minutes in an electronic meeting format
 - 2011-07 Board Attendance: recommend deletion as 2011-05 addresses this item – present to board for approval
 - 2011-08 Recruitment and Selection of Board Members: recommend sending to Christena along with the Competency Matrix for feedback before presenting to the Board
 - 2011-09 Board Evaluation: deletion already approved by the Board
 - 2011-10 Position Description – Board Officers: present to Board for approval
 - 2016-01 Credit Card Policy: present to Board for approval
 - 2018-02 Unity of Control: present to Board for feedback on last sentence of policy and if acceptable present for approval
 - 2018-01 Travel and Related Expenses: changes made to reflect a general description of expenses with referral to the Expense Report for details on reimbursement. Clarification needed on who provides approval of costs identified under hospitality and Entertainment – present to Board for clarification and final approval
 - ORG2014-01 Financial Management: question regarding purchasing services from other institutions – should this be addressed in policy? Ask for feedback from Dominic and Finance Committee.
5. Next Meeting: Monday April 19, 2021 6-7pm by Zoom