

September 16, 2020, 4-5pm via Zoom

Present: Nancy March, Clyde Kunz, Andy Watson, Eloise Frederickson, Eric Holtan, Claire West, Sarah Dinham

Meeting began at 4pm.

1. Updated Board Terms document – presented for review and accuracy. Eloise will review her terms for accuracy.
2. Updated Board Strengths grid - presented for review and accuracy. It was recommended that there be a key to the matrices. Claire will do, and run by Sarah before presenting it to the full board for completion at an upcoming board meeting.
3. John Palmer's bio and next steps - attributes were discussed. Nancy will call this week.
4. Open seats/board candidates – Claire asked if any committee members had new suggestions for candidates. Claire reported that she had not been able to contact Debbie Mabie. Clyde agreed to contact her re interest this week. Claire reported that Jay Parke, the nonprofit accountant with whom she serves on a board, had responded to her inquiry positively and that he will be her guest at an upcoming TCVO performance. Claire ran through the list of potential candidates who have been discussed over the past year by the committee. Those who were no longer viable candidates were struck. Those remaining on the candidates list include Sandra Um (Clyde will contact soon), John Anderson (Eric will reconnect soon), Gwen Powell was discussed with no resolution, Peter G (Eric will connect soon about potential candidates in the recording field).
5. Board Agreement sheet/Board Financial Commitment sheet/Board Conflict of Interest sheet (action item) – these documents are presented to the board at the beginning of the season each year. The board financial commitment sheet was discussed. Clyde and Nancy agreed to reconsider the wording, and to potentially change its name to Annual Fund.
6. Annual Board Evaluation. There was debate as to whether a document exists. Claire and Clyde will formulate a document which is a self-evaluation for each board member as well as a method to evaluate the board performance/experience. Andy sent Claire the last board survey results.
7. Updated Board Manual. Claire described the way in which the board manual has been updated. It is in review and will be provided to the committee for final review before the next board meeting.

8. Board Portal update. Claire mentioned that she would keep the Governance Committee section up to date with meeting notes and governance documents. She will request assistance from staff to understand how to make this happen. Claire will not send Governance Committee documents to the committee in zip files from now on. She will attempt to have all meeting materials available on the web board portal.
9. Board Orientation process. The process is loose. Claire committed to helping remedy this. Sarah spoke eloquently of her orientation experience. Andy sent Claire a board recruitment doc from 2017. There was discussion of how much to cover in initial conversations with candidates compared to the orientation process. There was discussion on a group orientation vs individual orientations. Nancy explained that the upcoming board retreat will serve as an orientation for our newer members and a refresher for seasoned members.
10. Set meeting dates for 20-21– 4pm on Oct 13 and Nov 17.
11. Adjourned at 5pm.