



482 Norristown Road Suite 110 Blue Bell, PA 19422 484-246-9595
www.maswim.org

GOVERNANCE COMMITTEE MEETING

02.27.24

8:00 PM

Minutes

CALL TO ORDER **8:02pm**

MASI MISSION STATEMENT

ATTENDEES **Patric Mills, Dan Clough, Jamie Platt, Mary Poletto, Brendan McHugh, Matthew Horner**

MASI CONFLICT OF INTEREST STATEMENT

PREVIOUS MEETING MINUTES **Approved, as written**

ANNOUNCEMENTS **Jamie: HOD Meeting 4/27@ Conshohocken Marriott - 1pm HOD**

Add to New Business: Proposed Legislation Document (from proposed Bylaws changes)

OLD BUSINESS

- **CALENDAR Reviewed upcoming dates, including posting BOD positions for election in Year 2 (Finance VC, Performance VC)**
- **BY-LAWS**
 - Review Updates **Reviewed proposed changes to Bylaws.**
- **BOARD REPORT**
 - Status of Independent Consultant
 - **Approved by BOD at January meeting to work with Renata, to establish BOD's Priority Results**
 - **Coordinating schedules with consultant. Planning for early May, after new BOD members are seated.**
 - Create Evaluation Protocol (Governing Policy 2.1.9)
 - **Need to create assessment and self assessment, and then schedule (consider May or September)**
 - **Resource to consider using to create evals: Board Source**
 - Qualities & Characteristics **Board Source evals, assessments, forms**
 - Succession Planning
 - **After completing the evaluation process, consider future openings based on term expiration.**



- HOD Election (Year 2) - Open Positions, No Incumbent **Reviewed with calendar section. Post announcement in early March**
 - Performance Vice-Chair
 - Finance Vice-Chair
 - DEI Chair **This should be filled by appointment, as election for this position takes place in Year 3 (2025)**
 - Athlete Representatives to House of Delegates Meeting

NEW BUSINESS

- Board vacancies moving forward
- **Proposed Legislative Document - reviewed**

NEXT MEETING Tuesday, April 16, 8pm

ADJOURN **8:55pm**



Board of Directors Annual Schedule

(topics, events, etc.)

May	June	July	August
- New officers take over - Renew banking relationships - EZ May meeting - Appoint/reappoint Committee chairs & members - Board & committee chair orientation - Board Book update (if needed) - Conflict of interest - New meeting schedule BOD Meeting	No Meeting	- Lifetime recipient nominees requested - Approve committee membership - Select USAS ABM Voters - Set Governance Policy's Means/Ends - LC Championship Meets BOD Meeting	End of fiscal year No Meeting
September	October	November	December
- Beginning of fiscal year - USAS Annual Business Meeting - Strategic plan review - BOD self-assessment & review BOD Meeting	No Meeting	BOD Meeting	No Meeting
January	February	March	April
- SC schedule review - Budget discussion - File 990 by Jan 15th - April HOD plan approved - USAS Workshop plans BOD Meeting	No Meeting	- SC Championship meets - HOD legislation prepared - Slate of BOD nominees presented to BOD - Budget presented to BOD - Delegates to EZ May Meeting - Nominees for Outstanding Volunteer discussed & selected - Policy, by-laws & mission review BOD Meeting	Meet Hosts meeting BOD Elections HOD Meeting



Governance Committee – Annual Calendar

<u>May</u> No GC Meeting	<u>June</u> - Board & Committee Chair Orientation - Conflict of Interest sign-off due	<u>July</u> No GC Meeting
<u>August</u>	<u>September</u> No GC Meeting	<u>October</u> BOD self-assessment and review
<u>November</u> No GC Meeting Nominating Committee	<u>December</u>	<u>January</u> No GC Meeting
<u>February</u>	<u>March</u> No GC Meeting - Advertise for upcoming board vacancies - Slate of nominees due to board	<u>April</u> - Post slate of candidates 20 days prior to HOD meeting - HOD Meeting (last Saturday of April) Conduct Elections - Board Vacancies - Coach Rep - Athlete Rep - Policy / Bylaw review (cycle)