

Governance Committee Meeting

Sunday, August 17, 2025

Minutes

Call To Order at 6:00 PM

Reviewed Governance Committee Responsibilities

Review of IASI document retention policies

- IASI Document Retention policy was developed in 2023
- This policy is stated in the LSC's Policies and Procedures webpages
- **Actions to be done:** By the next Governance Committee meeting, verify that LSC is following the policies stated in that document

IASI contract policies

- Concerns were shared by Committee members about contracts
 - It was pointed out that there was inconsistencies with processes for the Team Iowa contracts for All Stars and Zones
- **Actions to be done:** The Governance Committee agreed to assign the Finance Committee to review all processes for contacts

IASI Audit/Review

- Has not been done during the last 12 months
- **Actions to be done:** Defer to General Chair
 - **Actions to be done:** Set an expectation that a review/audit must be completed prior to the end of 2025
- **Actions to be done:** Insist on having a Governance Committee member be a part of Audit Task Force

IASI Personal practices

- Concerns were shared with the actions of the Personnel Committee
 - Job responsibilities that were part of past job descriptions have now been removed
 - These volunteers were never informed of the changes in staff job descriptions until the work was not being done
 - Board members and volunteers were expected to handle these responsibilities without professional help
 - This left the LSC's volunteers in a bind as they had to manage the workload themselves
- A review of updated job descriptions for the current staff has never been shared to the Governance Committee or the Board of Directors
 - IASI Bylaws require this to be done
 - Past job descriptions were presented to the Board and reviewed

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- **Actions to be done:**

- Updated job descriptions developed by the Personnel Committee must be presented with the Governance Committee.
- The current job descriptions for IASI professional staff must also be shared with the Board for its review.
 - The Board has the right to update current job descriptions if needed

IASI Strategic Planning

- There are plans for developing Strategic Plans at next week's LSC meetings.
- **Action to be done:** The Governance Committee will re-visit these after that meeting.

Governance Committee Vacancies

- **Action completed:** *During tonight's meeting, the Governance Committee agreed to nominate Marie Koenigsfeld and Ryan Judas for HOD consideration at the Fall Meeting of the HOD*

IASI Board orientation

Bobby Kelley previewed a Power Point being developed for next week's Board Orientation

- *The document is a work-in-progress*
- **Action taken:** *The Governance Committee agreed to use this as the Board orientation for 2025-2025*

Set dates for future Governance Committee meetings

- **Action taken:** Voted Bobby as the Governance Chair for 2025-2026
- **Action taken:** Dates to be set by Bobby
 - First meeting for the 2025-2026 Governance Committee will occur after 2025 IASI Fall HOD meeting

LSC Board of Review

Follow up: There is not a reference of a LSC Board of Review in the IASI bylaws —just the National Board of Review. No need for the Governance Committee to make recommendations to fill these positions.

Meeting Adjournment - 7:00 PM