

Governance Committee Meeting AGENDA January 7, 2021

Members Present: Cathy Vaughan, McKay Larsen, Stan Crump, Mike Glissmeyer

Meeting called to order at 7:32 p.m. by Cathy Vaughan

Follow-up on Stan's assignment: He will network with a colleague from the High School Swimming Association to see if there was any momentum to partner and try to influence a state-wide protocol for swim teams to return to the pool.

- There was no need to network with the high schools, as this is a government (local and state) issue regarding where and how many people can swim. There is no need for follow-up on this issue as it has run its course for this year. We should continue to explore a position statement on the safety of pools and swimming in pandemics.
- There was discussion about whether it would be better if we had some type of connection or communication contact information with facilities in place? If so, who should be responsible for this? General consensus was this is a board members' responsibility, but which one? Having communication channels open would help for future issues like the next possible covid wave.

We need to get the following from our board partners before the Feb Board Meeting (2/9)

- ONE GOAL Next Step: 2021 Goals & tracking chart. Review assignments, concerns, plans
- DATES: 2021 Tentative Meetings Dates
- GOALS: 2021 Committee Goals (What do they hope to accomplish in 2021?)
- MINUTES: What is their plan to get committee meeting minutes to Todd within 2-3 weeks of meeting? (Could simply be a name and email address of the person who will do it) 2021 Governance Committee goals?

There was significant discussion about the direction of the committees, the main points of the discussion were:

- We are happy that most of the committees were able to meet the 2020 One Goal (get a committee together and meet at least 4 times during the year)
- Get the committees to set goals that align with the strategic plan
- What can we as a governance committee do to help the board committees' function?
- Get the committees to set goals that align with the strategic plan
- Stress the importance of training
- Get the committees to set goals that align with the strategic plan
- Use our governance committee worksheet/plan as a guide for other committees
- Get the committees to set goals that align with the strategic plan

Sorry, this is what you get when it is my turn to handle minutes

- We also discussed what the topic of training would be for the upcoming meeting and decided that it would be a review of the strategic plan, then, get the committees to set goals that align with the strategic plan

Board Health (Mike)

Jan. Board Training: Topic & who will do? How is ARB coming along?

- The training topic will be setting goals that are aligned with our strategic plan
- Mike will email Paul to ask re: Training timing and where the ARB stands and what we can do to help.

Board Composition (Stan)

Did Nikki get trained?

- Stan stated that Nikki did get her training and she knows who to reach out to if necessary for additional help

Board Documents (Cathy)

Current focus: Developing a working Governance Task Calendar draft for release in the 1st quarter of 2021. Changed name from “Board Task Calendar”(BTC) to “Governance Task Calendar” (GTC)

Board Improvement (Susan) Board Monitoring (Susan)

Discussion about strategic plans

- This was the focus of most of the meeting

Follow-up for next meeting:

- Mike: Reach out to Paul and find out how the ARB is doing. Get buy-in from Paul on a more robust training

Meeting closed at 8:45 pm

NEXT MEETING: Tuesday, Jan 26 @ 7:30 pm MINUTES to be taken by: McKay

Governance Committee Meets: Last Tuesday of each month @ 7:30 pm Minutes Rotation Starting w/
Next Meeting first: McKay, Stan, Susan, Mike

2021 Tentative Governance Committee Meeting Dates:

Jan 7, 2021 07:30 PM

Jan 26, 2021 07:30 PM

Feb 23, 2021 07:30 PM

Mar 30, 2021 07:30 PM

Apr 27, 2021 07:30 PM

May 25, 2021 07:30 PM

Jun 29, 2021 07:30 PM

Jul 27, 2021 07:30 PM

Aug 31, 2021 07:30 PM

Sep 28, 2021 07:30 PM

Oct 26, 2021 07:30 PM

Governance committee responsibilities:

1. Board Composition (Get the right people on the board--nominating cmt function) - Stan
 - Blind Spots,-Diversity, Recruitment, Nominations, Succession Planning, On-Boarding, Orientation
2. Board Documents (Monitoring and maintaining governing docs) – Cathy
 - Bylaws, Rules and Regs, P&P, USA-S Compliance
3. Board Monitoring (Keep the BOD on track) – McKay
 - Strategic Emphasis at meetings, Annual BOD, Task/topic calendar, BOD dashboard/portal
4. Board Health (Monitor the health of the board) – Mike
 - Evaluation, Minutes reflect mission focus, BOD member appreciation, Debriefing former board members
5. Board Improvement (Provide opportunities for BOD Improvement) – Susan
 - Mission/Vision/Core Values Review, Annual retreat, Teambuilding, BOD attendance, Strategic Plan review