

Governance Committee Meeting  
October 20, 2019 at 7PM  
via Zoom

**Members present:** Jack Pillsbury, Taylor Rogers, Brian (Sponge) Savage, Mike Schmidt, Olivia Tighe, Mary Ellen Tynan

**Members absent:** none

Meeting called to order at 7:01PM

Taylor read the Mission and Vision statements and the core values

Taylor explained that the committee needs to select its own Chair. Mary Ellen nominated Taylor Rogers as Chair, second by Sponge. Passes unanimously.

Taylor asked for a nomination for Secretary to be responsible for minutes. Mary Ellen nominated herself, second by Sponge. Passes unanimously.

**Succession Planning:** Taylor reported that one of the jobs of this committee is to succession planning. In April at HOD the following positions are open for election:  
Chair, Admin Vice Chair, Secretary, Senior Chair, Finance Chair, two Governance positions (Mary Ellen and Taylor).

Chair recommendations: Mike suggested walking the decks and talking to people who might be interested or get suggestions from coaches as to what they are looking for in a General Chair. Plan is to walk the deck at the Bowdoin Open to solicit feedback and share the strategic plan with the coaches. Olivia suggested John Smith. Jack said he would start the conversation with John to see if he has any interest. Others discussed were Taylor, Mike, Jay Morissette, Marcel Da Ponte and Matt Montgomery. Taylor stated she feels her strengths are more suited to Admin Vice Chair and Mary Ellen agreed. Mike and Mary Ellen reported that Mike is a good Senior Chair at this point based on his strengths, Marcel may be too new to the LSC, Jay has not shown interest when previously approached. Matt is really just getting rolling on Safe Sport. Better to keep in there to get it established. Mary Ellen reported that Marie Weferling has indicated interest in the past to be General Chair, but the committee did not feel she would be a good fit for the role given her strengths.

Mike stated he feels the General Chair should have a working knowledge of strategic plans and seasonal planning in planning for Maine Swimming.

Senior Chair: Mike happy to stay as Senior Chair. Move forward with the training camps...

Admin Vice Chair: Taylor would like to stay at Admin vice Chair for another term and keep working on what she is focused on.

Secretary: Is Betsy interested in continuing? Mary Ellen stated it is easy to burn out of being Secretary. It is also a good position to bring a new person onto the Board. If not Betsy then Taylor suggested Sheri Bragg (PPSC). Taylor will reach out to her to see if she is interested at all.

Finance Chair: Holly was just elected and she is finally getting up to speed. Not a good time to change.

Governance positions: No need to start focus on these yet.

Mary Ellen did voice concern about two family members being two of five people on the Finance Committee (Taylor and Holly). The Finance Committee is set positions. Sponge said he would be on Finance if needed. Mary Ellen will find out;

**Board Orientation:** Taylor reported that Mike and Holly were the only board Members who turned in updated job descriptions. Sponge said he will email and bug everyone else to get them in. Olivia will do the Athlete Rep description. Mary Ellen will send her what we have now.

Discussed the process. Currently, Jim reads the Handbook more or less to the group. Taylor suggested that everyone read it before the meeting and sign the form. Then the meeting can be spent on questions. Also suggested the meeting happen in June. Outgoing Board members would also attend and start the transition process with the incoming board members. Olivia said she had never served on a Board before the MESI board and would have like someone really explaining how the Board functioned and Roberts Rules.

Mike suggested that we do another retreat this summer and make the orientation part of that. August looks to be best time. Mike will look into KVV camp and will contact Boothbay about their camp.

**Policies and Procedures:** Since one of the roles of this committee is maintaining the P & P Taylor suggested sharing the P & P with the committee before the BOD. Mary Ellen will share after the meeting with Mary Ellen, Jim and Taylor on Wednesday and updates with any changes/ corrections.

Next Meeting: December 22<sup>nd</sup> at 7PM. Motion to adjourn by Mike and second by sponge. Meeting adjourned at 7:51PM.

Respectfully Submitted,

Mary Ellen Tynan