APPROVED

CASA ACADEMY

Minutes

Governance Committee Meeting

Date and Time
Tuesday September 11, 2018 at 5:30 PM

Location
Postino - 5144 N Central Ave, Phoenix, AZ 85012

CASA Academy Governing Board meetings will take place at the CASA Academy campus (1500 W Maryland Ave, Phoenix, AZ 85015). Per A.R.S. § 38-431.02, notice of meetings for CASA Academy and any of its committees will be posted on this website. Notices will also be posted in the front office of CASA Academy (1500 W Maryland Ave, Phoenix, AZ 85015), which is open from 8:00 am to 4:00 pm, Monday through Friday.

Committee Members Present
D. Brown, M. Campillo, M. Tucker, T. Clayton Cundy

Committee Members Absent
None

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

D. Brown called a meeting of the Governance Committee of CASA ACADEMY to order on Tuesday Sep 11, 2018 at 5:42 PM.

C. Approve Minutes

D. Brown made a motion to approve minutes from the Governance Committee Meeting on 04-18-18 Governance Committee Meeting on 04-18-18.
M. Campillo seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

D. Brown	Aye
M. Campillo	Aye
M. Tucker	Aye
T. Clayton Cundy	Aye

D. Approve Miniutes

D. Brown made a motion to approve minutes from the Governance Committee Meeting on 05-23-18 Governance Committee Meeting on 05-23-18.
M. Campillo seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

M. Campillo	Aye
T. Clayton Cundy	Aye
D. Brown	Aye
M. Tucker	Aye

II. Business

A. Review Board Responsibility Tracker and Fulfillment of Responsibilities by Board Members

Discussed board member responsibilities.

B. Discussion of adoption of training procedures

Discussed giving board members opportunities to attend Lunch and Learns on given topics.

Discussed new board member training. Assigned committee members to pull together training materials.

- Mark – Open Meeting Law, Board on Track training
- Michael – Robert's Rules of Order, How to prepare for a board meeting
- Danny – governance vs. management, CASA board rules
- Tacey – what a board meeting contains, committee work (how to be a strong committee member)

C. New Board Member Opening

Discussed potential new board candidates.

III. Other Business

A.

Schedule Next Meeting and Goals

Scheduled next meeting.

IV. Closing Items

A. Adjourn Meeting

D. Brown made a motion to adjourn the meeting.
M. Campillo seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
D. Brown	Aye
M. Campillo	Aye
T. Clayton Cundy	Aye
M. Tucker	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:18 PM.

Respectfully Submitted,
T. Clayton Cundy