

# CASA ACADEMY

## Minutes

### Governance Committee Meeting

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#### Date and Time

Monday May 9, 2016 at 5:00 PM

#### Location

Telephonic - Dial-in Number: (712) 775-7031 Meeting ID: 356-190-185 Host PIN: 5293

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#### Committee Members Present

#### Committee Members Absent

B. Locker

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

B. Locker called a meeting of the Governance Committee of CASA ACADEMY to order on Monday May 9, 2016 at 5:08 PM.

#### C. Approve Minutes

### II. Governance

#### A. New Boardmember Paperwork Spreadsheet

Lilliana (Ops Manager) now doing this work. Will be verified/monitored by the board vice-chair and/or secretary.

Will take it up after board retreat.

#### B. Strategic Planning Session

#### C. End of Year Evals

Send out evals On May 31 for completion by June 10.

Brian will email Jenna/Tacey to get evals as they come in.

**D. Employee/Staff Handbook**

**E. Recruitment Strategy for 2016+**

**III. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,

B. Locker