



# Voices for International Business and Education

## Governance Committee Meeting

**Date and Time**

Wednesday January 24, 2024 at 5:30 PM CST

Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

**Agenda**

		Purpose	Presenter	Time
<b>I.</b>	<b>Opening Items</b>			<b>5:30 PM</b>
A.	Call the Meeting to Order		Karen Dwyer	1 m
	<b>Mission:</b> To educate and nurture a diverse learning community through the International Baccalaureate Programme, world languages and intercultural appreciation to succeed in a global economy			
B.	Record Attendance			1 m
C.	Approve Governance Committee Meeting Minutes	Approve Minutes	Karen Dwyer	5 m
	Committee Meeting Minutes from Sept 6, 2023			
	Committee Meeting Minutes from Nov 15, 2023			
<b>II.</b>	<b>Governance Committee Meeting Items</b>			<b>5:37 PM</b>
A.	Update on Progress for Goal #1	Discuss	Karen Dwyer	4 m

	Purpose	Presenter	Time
1 Review Board Policy Manual, By-Laws and Articles of Incorporation- & Update where necessary			
Several attempts have been made to contact Jennifer for last copy of BPM - with no reply.			
Discussion of how we move forward.			
1. Review Minutes of Past 2 years Board Meetings scanning for votes that affect the BPM and /or any other governing documents. 2. Physically type up the changes 3. Present updated BPM to Board for adoption. 4. Have updated BOM posted in Board on Track and on Website			
<b>B.</b> Update on Progress for Goal #2	Discuss	Karen Dwyer	5 m
2 Recruit New Board Members - June 2025 3 members are leaving due to term limits.			
1. Reminder to each Board Member to Invite a potential candidate to the February Board Meeting. 2. Follow up on CP's potential Board Member 3. Inform Committee of the offer of Partnership from the AFWA			
<b>C.</b> Update on Progress for Goal #3	Discuss	Karen Dwyer	3 m
3 Short-Term and Long-Term Succession Plan and guidelines for HOS			
1. KD Still needs to send copy of current succession plan and head search procedures to CP and TW			
<b>D.</b> Update on Progress for Goal #4	Discuss	Karen Dwyer	5 m
4 Board and Meeting evaluation - come up with a questionnaire to implement.			
1. Follow up with Ms Berger on copy of the Board Retreat survey - sent email just this Sunday will have her forward copies to KD,CP and TW 2. Make outline of items we want to include in survey. 3. Ms Berger has offered to show KD or specified board member how to create and use the survey app.			
<b>E.</b> Update on Progress for Goal #5	Discuss	karen	5 m

	Purpose	Presenter	Time
5 Advocate for school			
1. Create contact list of influencers we wish to introduce our school to:			
Invite to Ribbon cutting ceremony			
or invite for private tour and meet our Head of School- previously suggest tour be in January.			
Other suggestions to promote IHSNO			

**III. Other Business 5:59 PM**

<b>A. Website</b>	Discuss	Karen Dwyer	3 m
New Board Members are still not on the website yet.			
Sent a request to Ms Berger for a list of who has not turned in their information.			
Need Bio's and Pictures			
Need a volunteer to follow up with all new board members to turn in their information			

**IV. Closing Items 6:02 PM**

<b>A. Public Comment</b>		Karen Dwyer	3 m
<b>B. Important Dates</b>	FYI	Karen Dwyer	1 m
Next Governance Committee Meeting: Wednesday, March 6,2024 at 5:30 P.M.			
<b>C. Adjourn Meeting</b>	Vote	Karen Dwyer	1 m