

APPROVED



## Voices for International Business and Education

### Minutes

#### April Governance meeting

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##### **Date and Time**

Tuesday April 7, 2020 at 6:30 PM

##### **Location**

Remote Zoom call: <https://us02web.zoom.us/j/592041312>

Meeting ID: 592 041 312

Password: 557290

One tap mobile

+13126266799,,592041312# US (Chicago)

+19294362866,,592041312# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 253 215 8782 US

+1 301 715 8592 US

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 592 041 312

Password: 557290

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

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##### **Committee Members Present**

J. Lampton (remote), K. Katner (remote), S. Thomas (remote), S. Wilson (remote)

**Committee Members Absent**

*None*

**Guests Present**

M. Roney (remote)

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

J. Lampton called a meeting of the Governance Committee of Voices for International Business and Education to order on Tuesday Apr 7, 2020 at 6:37 PM.

**C. Approve the March 3, 2020, Meeting Minutes**

S. Thomas made a motion to approve the minutes from Governance Committee Meeting on 03-03-20.

K. Katner seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**II. Governance**

**A. Board Member Recruitment**

Leslie Porter will be next month's agenda item. She has met with Sean W and Mariska R  
No response from Gail Medford.

**B. Dr. Gail Medford Interview**

Deferred

**C. Vote to recommend Dr. Gail Medford to VIBE Board**

**D. Review policies related to COVID-19 matters**

**E. Vote on FFCRA policy**

J. Lampton made a motion to recommend the VIBE Board to adopt the FFCRA policy as proposed for IHSNO.

S. Thomas seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**F. Vote on Work from Home Policy**

S. Thomas made a motion to recommend the VIBE Board adopt the COVID-19 Work Arrangements policy as proposed for IHSNO.

K. Katner seconded the motion.

The committee **VOTED** unanimously to approve the motion.

S. Thomas made a motion to recommend the VIBE Board adopt the COVID-19 Work Arrangements policy as proposed for IHSNO.

K. Katner seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**G. Board Evaluation**

Look to have results for May 2020 board meeting.

**H. Charter Renewal**

A discussion had with LDE SW & MR.

Spoke with Laura Hawkins

Renewal based on SPS of 60+

SPS suspended for the '19-2020 due to COVID-19

The final recommendation comes at the end of November and send it to BESE for the December meeting.

Must submit a revision to the charter for consideration

**I. Discussion re review of Board Secretary responsibilities and proposed edits beginning July 1, 2020**

Challenge of BPM not aligned with the actions of the board.

A discussion had about the responsibility of the Board Secretary.

Board Secretary has oversight of the meetings and distribution of the minutes after the Board meeting.

**III. Other Business**

**A. Board Retreat**

Discussion about Board training.

The specific topic regarding the Fiduciary Responsibility of Board and reading Financial Statements.

**B. Next Meeting**

Next Meeting:

- Secretary responsibilities
- Board Retreat
- Title IX - Harassment Policy
- Suicide Prevention Policy
- Board Member Potential
  - Leslie Porter - May 2020
  - Gail Medford - May 2020

#### **IV. 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 7:36 PM.

Respectfully Submitted,  
S. Wilson

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#### **Documents used during the meeting**

- IHSNO Temporary Remote Work Policy and Procedures.pdf
- FMLA Leave Expansion and Emergency Paid Sick Leave Policy.pdf
- FFCRA\_Poster\_WH1422\_Non-Federal (1).pdf