

APPROVED



# Voices for International Business and Education

## Minutes

### Governance Committee Meeting

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#### Date and Time

Wednesday January 24, 2024 at 5:30 PM

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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

C. Peterson, K. Dwyer

#### Committee Members Absent

C. Lacoste, Jr., T. Winfield

#### Guests Present

A. Berger, B. Holloway, F. McKenna, Jerry Helman

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### I. Opening Items

#### A. Call the Meeting to Order

K. Dwyer called a meeting of the Governance Committee of Voices for International Business and Education to order on Wednesday Jan 24, 2024 at 5:48 PM.

#### B. Record Attendance

#### C. Approve Governance Committee Meeting Minutes

C. Peterson made a motion to approve minutes for Sept. 6, 2023.

K. Dwyer seconded the motion.

BPM Board policy manual

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

**Roll Call**

C. Lacoste, Jr. Absent

T. Winfield Absent

C. Peterson made a motion to Approve meeting minutes for November 2023.

K. Dwyer seconded the motion.

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

**Roll Call**

T. Winfield Absent

C. Lacoste, Jr. Absent

## **II. Governance Committee Meeting Items**

### **A. Update on Progress for Goal #1**

Review Board Policy Manual, ByLaws, and Articles of Incorporation and update where necessary.

They are having trouble getting the previous Board Policy Manual. Without the previous manual, there would be additional work to complete what was already done in previous meetings last school year.

Need a most recent copy of BPM, Bylaws, and Articles of Incorporation from J. Lampton.

C. Peterson will create a contact with CP, KD, and JL to retrieve the copies.

There are changes recommended during Board Retreat (Aug 2023) as per M. Carrolo from LAPCS

### **B. Update on Progress for Goal #2**

Goal 2 Recruit new Board members

Karen will send communication to all Board members to invite one potential board member to the Feb. 2024 board meeting.

Karen is a member of the Alliance of Financial Women, they would love to partner with IHSNO to provide support to IHSNO, speech in fundraising, Martial School, and donate the money to IHSNO. We need Jackets for students with the school logo.

### **C. Update on Progress for Goal #3**

Short-term and long-term succession plan and guidelines for HOS.

KD Still needs to send a copy of the current succession plan and head search procedures for CP and TW.

#### **D. Update on Progress for Goal #4**

Board and meeting evaluation up with a questionnaire to implement.

come up with Items to include in the survey

1. The meeting agenda and relevant background materials were provided in sufficient time to prepare for the meeting.
2. The agenda was clear and realistic for the allotted meeting time.
3. Reports were clear and focused on important information.
4. There was sufficient time for discussion.
5. I was satisfied with my opportunity to participate in discussions.
6. I feel a diversity of opinions were expressed.
7. All participants appeared to be prepared for the meeting.
8. Next steps were identified and responsibilities assigned.
9. I was satisfied with how the meeting was facilitated.
10. I was satisfied with what the board accomplished.
11. I was satisfied with the board's overall meeting performance.

Did we follow the projected time?

Did you feel you were well prepared to make an informed decision?

Do any suggestions for subjects for presentation to the Board for evaluation

Present the survey on Feb. in March and review the result in the governance meeting.

#### **E. Update on Progress for Goal #5**

Advocate for school

Create a contact list of influencers we wish to introduce our schools to invite to the Ribbon ribbon-cutting ceremony.  
possible date March 22, 2024

Invite the new Bese Board member to visit IHSNO.

Terry Ricks- Bert for contact information

AFWA

City Council, Representative, - Cayce will make contact.

Or invite for a private tour and meet our Head of School previously suggested tour be in January.

### **III. Other Business**

#### **A. Website**

New Board members need to send BIO and pictures

### **IV. Closing Items**

#### **A. Public Comment**

J. Helma is representing the Teacher Union showing appreciation for the staff and Board members.

#### **B. Important Dates**

March 6 5:30

#### **C. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,  
C. Peterson

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

*None*