



## Living School

### Governance Committee Meeting

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#### **Date and Time**

Tuesday August 20, 2019 at 6:00 PM CDT

#### **Location**

Living School, 6003 Bullard Ave., New Orleans, LA 70128

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All are welcome at Living School Board Meetings. Translation is available with 24 hours notice. Public comment is welcome on any item on the agenda. Members of the public wishing to comment, may raise their hand and be recognized by the Board or Committee Chair to speak for up to 2 minutes per person, per agenda item. On any matter up for a vote, public comment must be heard prior to taking the Board's vote. For members of the public wishing to address the Board for longer than 2 minutes on any given agenda item, please give the Board Chair at least 24 hours notice to be added to the agenda.

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#### **Agenda**

##### **I. Opening Items**

Opening Items

- A.** Record Attendance and Guests
- B.** Call the Meeting to Order
- C.** Approve Minutes

Approve minutes for Governance Committee Meeting on April 19, 2019

## II. Governance

### Governance

#### A. Review Committee Goals from June 2019 Retreat

Goal 1: Clarify Board recruitment & composition strategy

- Task 1.1: Meet with Richard about donor cultivation events . **Discussing later**
- Task 1.2: Create list of Board needs . **Discussing tonight**
- Task 1.3: Create list of community members to cultivate . **Discussing tonight**
- Task 1.4: Host board cultivation events **Discussing later**

Goal 2: Implement & improve Board development plan

- Task 2.1: Improve Board participation, effectiveness, independence, & consistency **Discussing tonight**
- Task 2.2: Raise funds for Board development & refreshments **Discussing tonight**

Goal 3: Improve communications

- Task 3.1: Utilize Board Members with large social media followings to increase communication across lines of difference **Discussing later**
- Task 3.2: Create an emergency communication plan **Discussing tonight**

#### B. Goal 1: Clarify Board recruitment & composition strategy

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- Task 1.1: Meet with Richard about donor cultivation events . **Discussing later**
- Task 1.2: Create list of Board needs . **Discussing tonight**

Next steps:

1. Review Board composition (look on Board on Track under "Team" at the Skills & Demographics Surveys

2. List highest priority demographic & skill needs

- Task 1.3: Create list of community members to cultivate . **Discussing tonight**

Next steps:

1. Agree on a place to document ideas for Board candidates & track follow-up with those candidates

- Task 1.4: Host board cultivation events **Discussing later**

#### Guiding Questions

- Do we have any board gaps that we need to fill immediately?
- When will our next round of board terms be ending?
- Do we want to develop a "recruitment" and "onboarding" season for new board members? (refer to board committee positions in [bylaws](#))
- Do we want to try new members out on committees first?
- How do we respond to inquiries for joining the board?

**C.** Goal 2: Implement & improve Board development plan

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- Task 2.1: Improve Board participation, effectiveness, independence, & consistency **Discussing tonight**

Next Steps:

1. Review the Board on Track Members Report (in the "Reports" tab)
2. Plan to recognize strong performers & follow-up with those who are struggling
3. Review [Onboarding](#) plan and Board [Calendar](#).
4. Identify key levers and delegate tasks accordingly to support participation, effectiveness, independence, & consistency

- Task 2.2: Raise funds for Board development & refreshments **Discussing tonight**

Next steps:

1. Plan ask for monthly meal stipend ask

**D.** Goal 3: Improve communications

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- Task 3.1: Utilize Board Members with large social media followings to increase communication across lines of difference **Discussing later**

- Task 3.2: Create an emergency communication plan **Discussing tonight**

Next Steps:

1. Discuss emergency situations that merit a Board communications plan
2. Identify and delegate sub-tasks

**III. Closing Items**

**A.** Adjourn Meeting