



Living School

Living School Governance Committee Meeting

Date and Time

Tuesday April 21, 2020 at 6:00 PM CDT

Location

meet.google.com/dfx-cuza-szf

Phone Numbers

(US) +1 256-568-8347

PIN: 917 122 078#

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.

Agenda

I. Opening Items

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Approve Minutes

Approve minutes for Living School Governance Committee Meeting on February 18, 2020

II. Governance

Governance

A. Review Committee FY20 Goals

Goal 1: Clarify Board recruitment & composition strategy

~~-Task 1.1: Meet with Richard about donor cultivation events-~~

- Task 1.2: Create list of Board needs: please let Tris know if there is anything we can do to help you fill your role more effectively. This might be education, clarification, one-on-one discussion/coaching, etc. Even though I have been on the board for more than two years, I am still painfully aware that there are a lot of things that I am unfamiliar with.

- Task 1.3: Create list of community members to cultivate: We have discussed in the past a strategy to start cultivating high profile and influential potential board members. If you have the name of someone you feel would be additive to the mission of the Living School, please provide to Tris. You do not have to know the person personally as I am happy to approach anyone about the school and cultivate the relationship.

- Task 1.4: Host board cultivation events: This is going to be on hold until COVID-19 is less of a threat to our community.

Goal 2: Implement & improve Board development plan

- Task 2.1: Improve Board participation, effectiveness, independence, & consistency.

- Task 2.2: Raise funds for Board development & refreshments: There is a financial cost for the refreshments and the preparations for the meeting. Would like to ask the board to consider making a contribution to save the school money that could be put towards the students. Tris will fund the first 3 meetings with a donation to set the tone.

Goal 3: Improve communications

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

- Task 3.2: Create an emergency communication plan:

with current pandemic and Louisiana's history of natural disasters (both potential and realized) the Board should have a communication plan in place:

1. Board member's contact details should be provided across the whole board. While on BoardOnTrack (<https://app2.boardontrack.com/org/7vg07T/user/list>) it would be most convenient to

have contact cards emailed out so that we can download to phones. If everyone is amenable to this idea, we will make it happen.

2. In the event of an emergency a group text will be sent to the board clearly stating that there is an emergency. All board members should respond ASAP. If a response is not received within 45 minutes, the original sender of text message will call members who have not responded and relay emergency information and response. If board member is still not reachable, communication will be made to other telephone numbers and email addresses provided.

B. Elect Kieta to the Board

Kieta has served 7 months as an Advisory Board member and is now eligible for Board Membership.

C. FY 20 Board Assessment

We'll assign the Board Assessment today to have Board Members complete by the end of April.

Let's review the assessment to remind ourselves of what's on it and think about how we want to follow up with Board Members to ensure that the assessment is completed in a timely manner.

D. Emergency Communications Plan (Goal 3)

What constitutes an emergency?

In the event of an emergency, what should be the plan for communicating with the Board?

E. May 17 Board Retreat

What do we want to focus on for the Board Retreat?

- Setting Committee Goals for FY21
- Approving FY21 Budget, Handbooks, & Policies
- Setting FY21 Board Calendar
- Development?
- Strategic planning?
- How long do we think we'll need?
- Do we want to keep it on Sun 5/17?

III. Closing Items

A. Adjourn Meeting