

APPROVED



## Living School

### Minutes

#### Monthly Governance Committee Meeting

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**Date and Time**

Monday May 28, 2018 at 4:00 PM

**Location**

<https://zoom.us/j/738211128>

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**Committee Members Present**

I. King-Robins (remote), N. GATES (remote)

**Committee Members Absent**

D. Lister, T. Glover

**Guests Present**

S. Pasternak (remote)

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**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

S. Pasternak called a meeting of the Governance Committee Committee of Living School to order on Monday May 28, 2018 at 4:14 PM.

**C. Approve Minutes**

I. King-Robins made a motion to approve minutes from the Monthly Governance Committee Meeting on 04-27-18 Monthly Governance Committee Meeting on 04-27-18.  
N. GATES seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

## II. Governance

### A. Review Skills & Demographics Survey Responses

Stefin will follow up with Board on Track to figure out how to update Skills Survey (w/ questions about Equity & Community Organizing) & Gender (non-binary)

We will focus recruitment efforts on:

- Skills: Facilities, Finance, Community Organizing, and Equity
- Age: 46 years +
- Gender: Female or non-binary
- Ethnicity: Asian-American, Latinx, and Native American Board Members

### B. Review May Update Action Items

- Move images down to the shout-outs
- Max out to-dos at 3 items per email
- Make to-do's super clear all with consistent due date (1 week from email, send a calendar invite with this)
- Fewer items on the upcoming events calendar (just include the next month, remove committee meetings)
- Keep texting to get follow-up response

### C. Set meeting times & training priorities

- Governance Committee: 4th Monday of every month from 5 - 6 PM CT
- Full Board Meetings: 3 hrs every 3 months? 2 hrs every 2 months? 4th Sunday of the Month (to be decided at the next meeting, India will do some research into this)
- Stefin will reach out to all Board members via text to explore the option of a 2 hour board meeting on Sun 6/24 instead of a meeting in late July and will confirm by EOW.

### D. Member handbook & onboarding

## III. Closing Items

### A. Adjourn Meeting

I. King-Robins made a motion to adjourn the meeting.  
N. GATES seconded the motion.  
The committee **VOTED** unanimously to approve the motion.  
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:02 PM.

Respectfully Submitted,  
I. King-Robins