

APPROVED



## Living School

### Minutes

#### Monthly Governance Committee Meeting

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**Date and Time**

Thursday August 9, 2018 at 5:00 PM

**Location**

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

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**Committee Members Present**

D. Lister (remote), I. King-Robins (remote)

**Committee Members Absent**

N. GATES, 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**

I. King-Robins called a meeting of the Governance Committee Committee of Living School to order on Thursday Aug 9, 2018 at 5:15 PM.

**C. Approve Minutes**

## II. Governance

### A. Review Committee OKRs

We've built an communications plan but our response rate to emails & texts has continued to be very low. We need to figure out how to communicate this to Board Members, especially those who've been unresponsive. Stefin will start this conversation with folks during one-on-one check-ins this month and we'll touch base in September about strategy.

### B. Danneka Tassin

Stefin will be meeting/interviewing her on Thu 8/16 at 5:30 PM for those interested in joining. We'll vote her onto the Board at the 9/9 meeting.

### C. Review Board on Track's new Governance Grader

India (Committee Chair) & Stefin (CEO) will look at data monthly as part of Governance Committee meeting and will report out quarterly in preparation for Board Meetings.

Stefin will reach out to Seth (from BoT) to better understand how % Active score is calculated.

Stefin will follow up with final Board members who need to do Skills & Demographics surveys.

This committee will propose at the 9/9 Board Meeting that we change our meeting structure to have the Board meet every other month and committees meet in between months.

Stefin & India will take Board Assessment to better understand what it is and how it works.

### D. Member handbook & onboarding

## III. Closing Items

### A. Adjourn Meeting

I. King-Robins made a motion to adjourn the meeting.

D. Lister 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 6:00 PM.

Respectfully Submitted,

## I. King-Robins