

APPROVED



# The GLOBE Academy

## Minutes

### Governance Committee Meeting

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#### Date and Time

Thursday October 20, 2022 at 10:00 AM

#### Location

Join meeting <https://mckinsey.zoom.us/j/94579280297?pwd=S1FpTGdnSC85UlpaMVRkNVpmeXF5dz09>

Passcode: 066406

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#### Committee Members Present

L. Wheeler (remote), T. Williams (remote)

#### Committee Members Absent

D. Reynolds

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#### I. Opening Items

##### A. Record Attendance and Guests

##### B. Call the Meeting to Order

T. Williams called a meeting of the Governance Committee of The GLOBE Academy to order on Thursday Oct 20, 2022 at 10:00 AM.

##### C. Approve Minutes

T. Williams made a motion to approve the minutes from Governance Committee Meeting on 09-22-22.

L. Wheeler seconded the motion.

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

## **II. Committee Updates**

### **A. Onboarding questionnaire**

Discussed how we would like to structure our committee on-boarding documents.

Brainstormed elements to include: brief introduction (what does your committee do), who is on committee, FAQs: Goals/As a new member, action Items, two things you do every year. scheduling (when you need to devote time to certain events), when are committee/board meetings and what are you expected to attend

### **B. Bylaws**

Next meeting we schedule we would love to go through our bylaws with the Board Chair Drew to see if there are any line items we would like to change.

### **C. Important Documents folder**

The important documents folder has been created and is currently in the Google Drive. We can add more documents as needed. The Board calendar has also been added to Google Calendar.

## **III. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:30 AM.

Respectfully Submitted,

T. Williams