



Alma del Mar

Governance Committee

Published on June 19, 2020 at 12:40 PM EDT

Date and Time

Friday October 19, 2018 at 9:00 AM EDT

Location

515 Belleville Ave., New Bedford, MA 02746

Agenda

	Purpose	Presenter	Time
I. Opening Items			9:00 AM
Opening Items			
A. Record Attendance and Guests			
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes		
Approve minutes for Governance Committee on September 21, 2018			
II. Governance			9:00 AM
Governance			
A. New Trustee Onboarding Process Review	Discuss	Gail Fortes	15 m
B. Slate for Annual Meeting	Discuss	Jan Baptist	5 m
C. E.D. support role	Discuss	Will Gardner	15 m

WG is proposing a Chief of Staff role to be created for Spring 2019 (if seats are granted). The purpose of this role would be to provide additional support to the Executive Director with strategic planning, Leadership Team facilitation, Board relations and other special projects. This role is part of the wider effort school wide to ensure succession planning for

Purpose Presenter Time

all critical positions-- should the E.D. ever need to go on leave or step back, it's important that we have other senior staff in place who are aware of all the aspects of the role.

Job description attached, along with general description of a Chief of Staff role

D. Final Preparation for Annual Meeting	Discuss	Will Gardner	5 m
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III. Closing Items **9:40 AM**

A. Adjourn Meeting	Vote
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