APPROVED

Alma del Mar

Minutes

Governance Committee Meeting

Date and Time
Friday March 22, 2024 at 10:30 AM

https://almadelmar-org.zoom.us/j/6731716522?pwd=VW1mQmZzV0JyQVZrR01KbjNKRURGdz09

Committee Members Present
C. Bator (remote), D. Prentiss (remote), G. Fortes (remote), H. Chew (remote), T. DeLoach (remote)

Committee Members Absent
C. Wood, D. Melo, E. Darrow, Y. Dennis

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

G. Fortes called a meeting of the Governance Committee of Alma del Mar to order on Friday Mar 22, 2024 at 10:32 AM.

C. Approve Minutes

D. Prentiss made a motion to approve the minutes from Governance Committee Meeting on 02-26-24.
C. Bator seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
G. Fortes	Aye
E. Darrow	Absent
D. Melo	Absent
D. Prentiss	Aye
T. DeLoach	Abstain
H. Chew	Abstain
C. Bator	Aye
Y. Dennis	Absent
C. Wood	Absent

II. Governance

A. Review Board Demographics

G. Fortes reminded the committee that Isabel Almeida would be stepping down from the Board of Trustees. There was also discussion about the need for additional members on the Finance Committee, Chairperson for the Development Committee and eventual need for a Governance Chairperson.

It was determined that the Board would need to determine a meeting schedule before recruitment could begin.

B. Potential New Board Members

Qualifications for the Finance Committee were discussed. Members do not need any formal finance experience but should be familiar with budgets, reconciliation sheets, etc.

G. Fortes had some suggestions for committee members but will wait to approach them until the scheduling is finalized.

T. DeLoach informed the committee that she knew of a parent who was interested in serving on the Board of Trustees.

C. Monthly Board Meeting Timing

D. Prentiss recommended reducing the number of meetings for the Board of Trustees to 5 per year, one after each quarter and the annual retreat. This is within the bylaws for Alma del Mar. He also stated that meetings would need to be longer. Scheduling that seemed to be convenient for everyone included Monday mornings or Tuesday/Thursday afternoons.

C. Bator expressed concern about fewer meetings and suggested that the Board be encouraged to attend school events on the months they did not have meetings to encourage relationship building among members. He was also complimentary about the way meetings are run, referring to them as efficient and respectful of member's time. C. Bator also recommended that as many meetings as possible take place in person.

The committee also anticipated that the draft copy of the budget will be presented at the next Board of Trustees meeting. C. Bator will also provide a brief training regarding the Open Meeting Law in April or May.

D. REDI Plan Updates

The Board will discuss the REDI plan at their meeting next week, 20-30 minutes will be set aside for discussion and D. Prentiss will facilitate. It is anticipated that issues and debate will organically arise through discussion among members.

E. Alma Strategic Plan Update

There were no new updates regarding the Strategic Plan.

III. Other Business

A. DESE Site Visit - Small Group Review

G. Fortes discussed her experience during the DESE site visit, small group Board of Trustees session. T. DeLoach, D. Prentiss and G. Fortes agreed to debrief at a different time regarding this topic since other committee members needed to leave the meeting promptly at 11:00 a.m.

T. DeLoach confirmed for the committee that DESE was requesting minutes of a Board of Trustees Executive Session. She will follow up with other members to gain access to those minutes.

IV. Closing Items

A. Adjourn Meeting

G. Fortes made a motion to adjourn the meeting.
D. Prentiss seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

C. Bator	Aye
D. Melo	Absent
E. Darrow	Absent
C. Wood	Absent
Y. Dennis	Absent
D. Prentiss	Aye

Roll Call

G. Fortes Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:01 AM.

Respectfully Submitted,
H. Chew