APPROVED

Intergenerational Schools

Minutes

Monthly Governance Council

Date and Time
Thursday February 8, 2024 at 12:30 PM

Location
Robert R Nicolay is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting
https://csuohio.zoom.us/j/2200404342
Meeting ID: 220 040 4342

Committee Members Present
A. Cascio (remote), J. Lopez-Inman (remote), L. Carpenter (remote), R. Nicolay (remote)

Committee Members Absent
B. King, K. Parish, S. Whitlock

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

R. Nicolay called a meeting of the Governance Advisory Council Committee of Intergenerational Schools to order on Thursday Feb 8, 2024 at 12:36 PM.

C. Approve Minutes

A. Cascio made a motion to approve the minutes from Monthly Governance Council on 01-11-24.
L. Carpenter seconded the motion.
The committee **VOTED** to approve the motion.

II. Governance

A. Board Member expectations

Amy provided overview of expectations document provided ahead of meeting. Discussion ensued related to fundraising and meeting attendance expectations plus Amy is awaiting final legal review. Council agreed to recommend to the Board on 2/21 to approve this document, subject to agreed upon changes from this meeting and any changes resulting from legal review. WE would request signature of this document at the meeting for those board members present.

B. Job Descriptions

Amy reviewed these documents as provided to council members ahead of the meeting. Discussion ensured related to succession and terms and Amy is awaiting final legal review and concurrence. Council agreed to recommend Board approval of these documents at 2/21 meeting including any changes recommended by legal counsel.

Council also discussed expectations documents for FIGS board chair, school board rep and at large board member. Previously drafted copies of these documents were discussed and it was agreed to allow Shawna and Amy time to update these documents in context of similar documents/phrasing for School boards. This item was tabled to next months Council meeting by which time, Shawna, Bob and Kelly Lytle will provide updated versions for council review and recommendation.

Also discussed where/how these documents with signatures will be maintained and tracked for completeness annually with BoT. Follow up for Bob to determine approach and procedure for this work and report back at next month Council meeting

C. Determine approach to compiling Board manual

Amy will compile documents/materials already in existence and circulate to Council members followed by ensuring these are stored within BoT under table of contents headings within a separate "Board Manual " tab. This will allow council to determine incomplete/missing materials for board manual contents.

D.

Board assessment

Bob reviewed Skills summary section of BoT for school boards and requested Council members review details for next month's meeting including identification of additional skills/experiences that may be important or valuable to have in board members' profiles. We will discuss the "gaps" and priorities in skills/experiences for current board and develop profiles for replacement or additional board members.

Council agreed to finalize desired/target size of school boards at next months meeting. Lynn agreed to have individual conversation with board members whose terms expire in June to further assess our needs.

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 1:30 PM.

Respectfully Submitted,
R. Nicolay