

APPROVED



## Butler Academy

# Minutes

### Governance committee

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#### **Date and Time**

Wednesday February 7, 2024 at 5:30 PM

#### **Location**

Governance committee

Wednesday, February 7 · 5:30 – 6:30pm

Time zone: America/New\_York

Google Meet joining info

Video call link: <https://meet.google.com/cas-ccra-hfs>

Or dial: (US) +1 563-277-0555 PIN: 722 571 978#

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#### **Committee Members Present**

J. Shannon (remote), K. Flaherty (remote), M. Bunnell (remote)

#### **Committee Members Absent**

C. Forrest, H. Hoilett-Frierson

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### **I. Opening Items**

#### **A. Record Attendance**

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

M. Bunnell called a meeting of the Governance Committee of Butler Academy to order on Wednesday Feb 7, 2024 at 5:34 PM.

## II. Governance

### A. Approve Minutes

M. Bunnell made a motion to approve the minutes from Governance Committee Meeting on 01-15-24.

K. Flaherty seconded the motion.

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

### B. Succession planning

Reviewed that the executive committee serves 2 year terms.

Draft of procedures for succession of School president and Board Chair under way.

Continue to identify potential future board members for 2025 election and appointed seats.

### C. Identify members willing to take executive seats 2025

August 2023 board meeting reviewed that there was a vote to change the term of the executive committee ie. board chair, vice chair, secretary and treasurer to 2 years instead of 1. Needs to be reflected in the by laws.

### D. Board handbook/manual

## 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 6:26 PM.

Respectfully Submitted,

M. Bunnell