

APPROVED



Butler Academy

Minutes

Governance committee

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#

Committee Members Present

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

Committee Members Absent

C. Forrest, H. Hoilett-Frierson

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