

DRAFT



## Butler Academy

# Minutes

## Governance Meeting

---

### **Date and Time**

Tuesday May 7, 2024 at 6:00 PM

### **Location**

Governance committee meeting

Tuesday, May 7 · 6:00 – 7:00pm

Time zone: America/New\_York

Google Meet joining info

Video call link: <https://meet.google.com/ict-wnam-tqb>

Or dial: (US) +1 470-241-4760 PIN: 960 997 370#

---

### **Committee Members Present**

C. Forrest (remote), H. Hoilett-Frierson (remote), K. Flaherty (remote), M. Bunnell (remote)

### **Committee Members Absent**

*None*

---

## **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 Tuesday May 7, 2024 at 6:03 PM.

## II. Governance

### A. Approve Minutes

M. Bunnell made a motion to approve the minutes from Governance committee on 04-09-24.

K. Flaherty seconded the motion.

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

### B. Succession planning

Will discuss with the school president to work on emergency succession planning.

### C. Board Expansion

Will bring up to the board the single nominee for the appointed seat. Propose to amend the bylaws to limit seats to no more than 25% should be affiliated with the same institution. Also propose that each board member provide 2 names who may be a potential future board member.

Will ask board members to think about their intentions to serve another term or not after 2025 to aid the committee in planning and being purposeful on whom to approach for future board seats.

### D. Board handbook/manual

The first draft will be shared with the board at the May meeting.

### E. New policies

Legal gave their suggestions and corrections. M. Bunnell will get it into a document for board members to e-sign. Will also add to the board manual suggestions on monitoring and sanctioning.

### F. Improving board engagement

The committee suggested ways to extend opportunities to board members to participate in school activities. Plan to expand the board member responsibilities to include hours of volunteering or assign things for board members to research topics such as open law meetings or SC charter school law, or ways to support the after school program. C.

Forrest suggested to collect birthdays and give holiday cards as examples from the board to school leadership.

## 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 7:08 PM.

Respectfully Submitted,  
M. Bunnell