

APPROVED



## Butler Academy

# Minutes

## Governance Committee Meeting

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### Date and Time

Wednesday August 7, 2024 at 5:30 PM

### Location

Governance committee meeting

Wednesday, August 7 · 6:30 – 7:30pm

Time zone: America/New\_York

Google Meet joining info

Video call link: <https://meet.google.com/gwv-jbyc-nis>

Or dial: (US) +1 716-249-0345 PIN: 595 951 465#

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### Committee Members Present

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

### Committee Members Absent

*None*

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

## II. Governance

### A.

## **Approve Minutes**

### **B. Onboarding new board member**

C. Robinson has active BA email address now for future communications. K. Flaherty volunteered to sit down with him to discuss committees, the Board Drive.

M. Bunnell reminded members of mandatory training and to share their certificates of completion

### **C. Board Expansion**

Appointed seat has been filled.

Special elections upcoming to fill elected seat vacated by C. Forrest.

### **D. Special August election**

K. Flaherty shared the timeline with committee and next step is to send the letter to the parent body about the special elections. Will try to have the elections completed by end of August.

## **III. Other Business**

### **A. Reviewed Board Goals**

Had 4 board goals formulated at the beginning of last year. Have since made progress in creating a board handbook, and encouraging board members to use board on track.

Need to still identify members who would be willing to take up executive seats on the board for 2025 and need to have discussions with regards succession planning of the school president.

## **IV. 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 6:00 PM.

Respectfully Submitted,  
M. Bunnell