



**MCCPS**

## MCCPS Board of Trustees

### Minutes

#### Governance Committee Meeting

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**Date and Time**

Tuesday January 9, 2018 at 7:00 PM

**Location**

MCCPS

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**Committee Members Present**

Christopher Riegler, Cynthia Canavan, Jeanne Smith, Kay O'Dwyer, Nichole Thompson, Paul Baker

**Committee Members Absent**

David Moore

**Guests Present**

Artie Sullivan, Nina Cullen-Hamzeh, Pam Ferris

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

Nichole Thompson called a meeting of the Governance Committee of MCCPS Board of Trustees to order on Tuesday Jan 9, 2018 at 7:07 PM.

**C. Approve Minutes**

Nichole Thompson made a motion to approve minutes subject to moving Pam Ferris' name from member to guest.

Paul Baker seconded the motion.

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

Nichole Thompson made a motion to approve minutes.

Paul Baker seconded the motion.

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

## II. Governance

### A. Interview with prospective Board of Trustee candidate

The Committee interviewed potential Board of Trustees candidate Artie Sullivan. After the interview, the candidate exited the meeting and the Committee discussed the interview. Nichole Thompson made a motion to present Artie Sullivan to the Board of Trustees as a prospective Board member for a 3 year term. Cindy Canavan seconded the motion and the motion passed unanimously.

Action Item: Nichole Thompson to contact Artie Sullivan and to present him to the Board for a vote at the January 30th Board meeting.

### B. Governance Committee Self-assessment

The Committee discussed the completed self-assessments. During the discussion of Board recruitment, Pam Ferris suggested that it would be beneficial to recruit MCCPS alumni for Board memberships. Nina Cullen-Hamzeh shared that Nick Santorro is creating an alumni database.

Chris Riegle suggested and the Committee discussed the creation of a more formal way to track Board member information (i.e. professional experience, committee or board affiliations, etc.).

The Committee discussed putting a Board orientation packet in a binder on site at MCCPS and online.

The need for short-term and long-term Head of School succession plans was discussed. It was commented that this is a high priority for the Personnel Committee.

Action Item: Jeanne Smith to utilize Board and Committee member resumes to construct a formal tracking mechanism of Board and Committee member qualities.

Action Item: Nichole Thompson to remind Head of School which items Katherine Boles should put in an orientation binder to be kept on site at MCCPS for use by Board members during Board meetings.

### C. Annual Review of Bi-laws

Action Item: Committee members to review By-Laws and come to the next meeting with edits and/or recommendations.

## III. Other Business

### A.

## **Board Update**

Paul Baker updated the Committee on the last Board meeting.

- The Committees presented to the Board. Of particular note, the Personnel Committee is working on succession planning and the Academic Excellence Committee is looking for more members.
- Board self-assessment. Nina Cullen-Hamzeh said there was a good discussion.

Action Item: Nina Cullen-Hamzeh to show the Committee the Board self-assessment on Board on Track at the next meeting.

## **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 8:50 PM.

Respectfully Submitted,

Jeanne Smith

The next Governance Committee meeting is scheduled for Thursday, February 6th at 7:00 pm.