

Vida Charter School

Minutes

Governance Committee Meeting

Date and Time

Tuesday December 19, 2017 at 4:30 PM

Location

Vida Charter School conference room

Committee Members Present

D. Marritz, J. Arnold, M. Davis

Committee Members Absent

None

Guests Present

J. Brandauer, Kathy Hewitt, Rukhsana Rahman

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

J. Brandauer called a meeting of the Governance Committee of Vida Charter School to order on Tuesday Dec 19, 2017 at 4:31 PM.

C. Approve Minutes

Tabled until next meeting.

D. Public Comment

No members of the public were present.

II. Governance**A. Review Draft Quarterly Report**

The committee reviewed the draft of the quarterly report and voted unanimously to bring the quarterly report to the full board at the January 2018 meeting.

B. Review potential additions to Board member Manual for future updates

The committee discussed the mechanisms of maintaining an updated Board member manual out of the Executive Director's office.

C. Updates on replacement for upcoming board member departures

The committee reviewed potential candidates for committee and/or board service and discussed recruitment strategies.

D. Interview potential new board member

The committee interviewed a potential candidate for a board position.

III. Other Business

A. Continue review of 4 Volunteer related policies

The committee clarified final administrative questions regarding volunteer policies.

IV. Closing Items

A. Adjourn Meeting

D. Marritz made a motion to adjourn the meeting.

J. Brandauer seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:48 PM.

Respectfully Submitted,

J. Brandauer