Board Development Committee Meeting Notes

9.14.2021

Present: Alice (President), Cheyne (Vice President), Julia (Secretary), Mark (Treasurer), Melinda (GM), Thane (Columinate Consultant), Chloe (Outgoing Board Admin), Annabelle (Incoming Board Admin),

Absent: None

Notes Review:

The committee reviewed the July Board Development Committee meeting notes. Annabelle will make the edits requested.

Board Meeting Minutes Review:

The committee reviewed minutes from the September Board meeting and provided edits. Alice will be joining the GM compensation committee.

Action Item: Annabelle to change meeting times to 6 p.m. instead of 5:30 p.m.

Childcare Reimbursement:

The committee debriefed on the childcare reimbursement discussion from the last board meeting and draft recommendations. Cheyne recommended drafting a motion to amend Policy C8.

The committee discussed limiting the chat function of Zoom for attending owners. The committee decided to direct all chat functions in Zoom to the host of the meeting.

Next Board of Directors Meeting:

The committee discussed the agenda for the October 2021 Board meeting agenda. Annabelle will make the updates discussed.

Action: Julia will provide research on meeting efficiency before the October Board meeting.

The committee reviewed and discussed the process for creating the timeline for GM Compensation.

Statement of Workplace Excellence:

The committee discussed their action item of creating a statement of workplace excellence and decided that it is not their job to move this item forward.

The committee briefly discussed the current CBLD consulting package.

Action Item: Melinda will gather an invoice from CBLD for an increased consulting package.

Next meeting:

The committee will hold the meeting time for Tuesday October 12th from 6 p.m. via Zoom in case anything is needed.

BDC Action Items: September 2021

Done:

- Chloe will send the June Board meeting minutes to the Board for review.

Outstanding:

- (January BDC Meeting) Cheyne will reformat the proposed schedule (abbreviated explanations and reasoning, etc.) to be included in the Board Resource Handbook.
- (October 2020 Committee Meeting) *In progress:* Policy & Bylaw will review the Board Resource Handbook for efficiency and useful information, with the goal to create a master handbook that is available online. *Executive Committee (now known as BDC) has reassigned this action item to EC (BDC) following the committee meeting.*

  REMOVED:
- Tentative/Action: Julia will pen an initial draft and create a shared Google Doc to enable the committee to edit it together.