



Tuesday, May 12, 2020

6:30 pm – 9:30 pm

Via Zoom – find links in the BaseCamp Schedule

Chairperson: Kathryn Kosakowski

Timekeeper & Governance Monitor:
Sarah Willey-Thomas

AGENDA

Agenda Item	Time	Function	Lead	Action Code
1. Welcome	6:30 pm	Connect	Kathryn	-
2. Call to order	6:35 pm			-
2.1. Confirm quorum				-
2.2. Confirm minute taker; certify proxies	3 min	Protect	Kathryn Dorothy	-
2.3. Identification of Conflicts of Interest				I
3. Approval of the Agenda	2 min	Direct	Kathryn	A
4. Closed Door Session				
4.1. HR matters, private	20 min	Expect	Kathryn, Sarah	DS, NS
Board Professional Development				
4.2. Legal Duties & Responsibilities	20 min	Connect, Protect	Kathryn, Sarah	DS
<i>Micro Break</i>	<i>5 min</i>			
5. Strategic Discussion	7:25 pm			
5.1. Brand Transition				
• Communication strategy	15 min	Respect, Direct	Paul, Teresa	DS, NS
5.2. Pandemic Plan				
• Response	7:40 pm	Direct	Kathryn, Lori	DS, NS
• Recovery	40 min			
<i>Micro Break</i>	<i>5 min</i>			
6. Routine Business	8:25 pm			
6.1. Enterprise Risk Management				
• Annual Risk Report & Analysis	25 min	Direct, Protect	Sarah, Lori	DS
6.2. General Liability Insurance Renewal 2020-21	8:50 pm	Protect	Lori	A
	20 min			
6.3. Apr 2020 Financial Overview	5 min	Reflect	Karen	I
6.4. Governance Policy Monitoring Reports				
• Advocacy				
• Board Code of Conduct	9:15 pm	Reflect	Sarah	A
• Conflict of Interest	5 min			
• Voting				
7. Consent Agenda <small>The consent agenda is provided to approve or accept the following reports without discussion. If you have a question or require clarification, please email the Board President and Executive Director PRIOR to the meeting so that a response can be circulated. If you believe that an item in the Consent Agenda requires discussion (for reasons more substantive than clarification), you may request that it be removed from the consent agenda and placed on the regular agenda. This requires a motion from the Board prior to doing so.</small>				
7.1. Members' Register – as of May 5, 2020				I
7.2. Executive Director's Report - Apr 2020				I
7.3. Board Orientation PPT of Apr 28, 2020				I
7.4. Finance & Audit minutes – Apr 27, 2020	9:20 pm	Reflect	Kathryn	I
7.5. Governance minutes of Apr 9, 2020	2 min			I
7.6. Executive Director's Report – Mar 2020				I
7.7. 2020-Q1 Financial Statements				I

Action Codes: A: approval

NS: determine next steps

D: decision

R: recommendation

I: information only

U: update only



Board of Directors Meeting

Agenda Item	Time	Function	Lead	Action Code
7.8. Nominating minutes of Mar 30, 2020				I
7.9. GR Advisory minutes of Mar 24, 2020				I
7.10. Board meeting minutes of Mar 10, 2020				A
8. Complete Board Meeting Evaluations <ul style="list-style-type: none">You will need to use your phone, tablet or laptop	5 min	Reflect	Teresa, Amanda	U
9. Action Items	9:28 pm			
9.1. Confirm new action items	3 min	Expect	Dorothy	NS
10. Adjournment	9:30 pm		Kathryn	
Confirmation of upcoming meetings: <ul style="list-style-type: none">Jun 11, Governance at 7 pm via ZoomJune 17, Government Relations Advisory Committee, 6:30 pm via ZoomJune 12, Board BBQ, 6 pm location to be determined (may be rescheduled)Aug 28, Movie in the Park event at 6:30 pm (directors to attend)Sep 3, Government Relations Advisory Committee, 6:30 pm at AdminSep 8, Board Meeting, 6:30 pm, St. Luke CESSep 15, Nominating, 7 pm at AdminSep 21, Finance & Audit, 7 pm at St. Luke CESOct 4, Strategic Plan Think Tank, 8:30 am – 4:30 pm, location TBD				

Action Items

1.

2.

3.

Notes

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