Executive Committee Meeting
9.22.2020
Present: Melinda (GM), Alice (President), Cheyne (Treasurer), Laurene (Secretary), Thane Joyal (Columinate Consultants), Chloe (Board Admin)
Absent: None

Notes Review:
The committee reviewed the notes from the August Executive Committee meeting. The committee did not have any adjustments to make.

Edits to September Board Meeting Minutes:
The committee briefly reviewed the September Board minutes. The committee did not have any adjustments to make. The committee confirmed, for the September minutes and future note-taking, that Chloe will re-label Board monitoring reports as "surveys."

GM Evaluation:
The committee discussed the GM Leadership & Communication Evaluation form. The committee discussed whether it is a necessary form for continued evaluations.

Thane suggested it may be helpful for Policy & Bylaw to compare the GM Leadership & Communication form with established policies to "sync them up," and compare which criteria are already reported in GM policy monitoring reports.

Alice asked Melinda for more information on the kind of feedback she would like to receive. Melinda shared that the Board provides feedback in real time during Board meetings while discussing the GM Monitoring Reports. Melinda said she doesn't feel there is a lack of feedback from the Board.

Thane suggested the secretary could create a simplified checklist for evaluation time, (Alice screen-shared the table created by Thane, which was included in the agenda email sent by Alice).

The committee decided to discontinue the use of the supplemental evaluation form. The GM supported this decision.

Next Board of Directors Meeting:
Alice shared the first draft of the October Board meeting agenda for discussion.

Changes to make to the October agenda:

Add topic: Campus Lease (MD)
Change language Board Monitoring Reports to read "Surveys"
Remove "Officer Elections" and postpone until November
Add committee parameters discussion
Adjust Election Packet approval to 5 minutes
Adjust Patronage Dividend timing (Melinda will prep document to include)
Add opening parenthesis to "(Chair)" on OEC roster

Annual Meeting - Highlighting Ends (Cheyne):

Cheyne reviewed his process for gathering information and feedback to create the documents attached. He would like the documents to be included in the Board's website once they are finalized.

The committee provided feedback on the documents included. Cheyne will be in touch with Melinda to make updates.

The committee agreed it is good to include a history on the Ends in the Board Resource Binder.

Meeting Schedule:

The committee decided to meet two Tuesday's before the upcoming Board meeting. The next meeting will be October 20th at 5:30 p.m.