



Governance Committee

Regular Monthly Meeting Report - October 2023

Committee Actions and Recommendations:

- Board members are reminded of the October 22nd board retreat, to be held 8am-5pm on campus at Sterling.
- The Board Secretary will download approved board meeting minutes and committee reports as PDFs and transmit to school staff to be posted on the Sterling website.
- Consider coordination and/or co-leadership of Strategic Planning and Communications committees during the strategic planning process.

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Minutes from October 4th, 2023 Meeting:

Attendance and Call To Order

Virtual via Google Meet

Chair: Katie Brown

Board Members Present: Kim Elliott, Elizabeth Uzzell, Kevin Hughes, Ryan Hill

Others:

Meeting was called to order at 4:00 pm

Recruiting / Succession planning

✚ Current LHU Board Interest Matrix

- No new applications
- Would be great to recruit some community board member candidates

✚ Current LHU Board Member Information

- Need new communication chair
- It may make sense for communication and strategic planning to be co-led, since this work will go together; Ryan will consider

Management of Board Minutes and Reports

Electronic sharing of board meeting minutes and committee reports

- Governance members are open to posting of minutes and committee reports on website
 - It would no longer be necessary to have a binder of hard copies in the front office
- Board secretary will download minutes and committee reports as PDFs after meetings and send them to school staff (Brittany) to post
 - Example: <https://www.breakthroughmontessori.org/board-meetings-202223>

Offboarding board members

- We will follow procedure outlined in the Tech Committee Procedures doc; board members with access to the admin console will deactivate board members after they roll off



Board Retreat and Calendar

Discussion items:

- Fall retreat: October 22nd, 8am-5pm
 - Agenda: Ryan will confer with Sam and Bobbi on the below outline
 - Team building
 - Strategic planning
 - Lunch
 - DEI
 - Development
 - Logistics
 - On campus–middle school classroom
 - Breakfast, lunch, snack–Maureen and ops team will arrange
 - Evening social event/dinner Saturday, 10/21
 - Still exploring locations, will decide based on numbers

Meeting was adjourned at 4:46pm.

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