



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

A G E N D A

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		Protect	Kathryn Dorothy	-
2.2. Confirm minute taker; certify proxies	3 min			-
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		Respect, Direct	Paul, Teresa	DS, NS
• Communication strategy	15 min			
5.2. Pandemic Plan		Direct	Kathryn, Lori	DS,NS
• Response	7:40 pm			
• Recovery	40 min			
<i>Micro Break</i>	<i>5 min</i>			
6. Routine Business	8:25 pm			
6.1. Enterprise Risk Management		Direct, Protect	Sarah, Lori	DS
• Annual Risk Report & Analysis	25 min			
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		Reflect	Sarah	A
• Advocacy	9:15 pm			
• Board Code of Conduct	5 min			
• Conflict of Interest				
• Voting				
7. Consent Agenda	<i>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.</i>			
7.1. Members' Register – as of May 5, 2020		Reflect	Kathryn	I
7.2. Executive Director's Report - Apr 2020				I
7.3. Board Orientation PPT of Apr 28, 2020	9:20 pm			I
7.4. Finance & Audit minutes – Apr 27, 2020	2 min			I
7.5. Governance minutes of Apr 9, 2020				I
7.6. Executive Director's Report – Mar 2020				I
7.7. 2020-Q1 Financial Statements				I

Action Codes: A: approval D: decision I: information only
 NS: determine next steps R: recommendation U: update only



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 Zoom June 17, Government Relations Advisory Committee, 6:30 pm via Zoom June 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 Admin Sep 8, Board Meeting, 6:30 pm, St. Luke CES Sep 15, Nominating, 7 pm at Admin Sep 21, Finance & Audit, 7 pm at St. Luke CES Oct 4, Strategic Plan Think Tank, 8:30 am – 4:30 pm, location TBD 				

Action Items

1. _____
2. _____
3. _____

Notes
