

ExCom Minutes  
December 22, 2020

In attendance:

Lisa Schwartz (President)  
Matt Sever (Vice-President)  
Alka Sharma (Treasurer)  
Deana McCloud (Secretary)  
Ellen Stanley (At Large)

Aengus Finnan, Executive Director

The ExCom meeting was called to order at 10:03 AM CT.

Aengus noted that now the Board election is complete and results announced, we need to set a process and timeline for selection of the next ExCom. This is not something that has to be done immediately, but needs to be planned so that all is in place prior to the 2021 AGM. Lisa indicated that, following an open call to all eligible directors (those serving elected terms, as appointees are ineligible to serve on ExCom other than as Treasurer), no other directors contacted her stating interest in serving on ExCom other than those with whom discussions have already taken place. A discussion followed about the possibility of conducting the election process of the new ExCom earlier than February as a way of transitioning processes and roles while the current ExCom is in place. Only current Directors vote for the incoming ExCom, so this can be done prior to the Board meeting that includes new Directors.

Lisa began a discussion about onboarding new Directors, revising the welcome letter, and providing more resources to incoming Directors. We need to schedule orientation for incoming Directors, including current and future ExCom/NomCom. Following the process established last year, exit interviews will be conducted with retiring Directors.

Aengus addressed the need for the Board to approve the new budget already endorsed by finance committee. ExCom discussed the timing of the budget approval, suggesting it and the ExCom election could happen in a special meeting. Ellen also brought up the need to appoint new committee chairs and review the Regional agreement. All agreed that it seems prudent to call a one-hour meeting.

Action item: Deana will send a Doodle poll to Directors for Jan 4-8 window closing in time to provide the required 10-day advance notice.

A discussion followed regarding the February 10 board meeting time. The Board meeting will be February 10 at 1:00 PM CT, and the AGM will be February 11 at 3:00 PM CT.

Action item: Deana will send meeting invitations out and notify the Board.

Aengus noted that DEI training has been contracted for staff and board. These will be separate from board meetings, consisting of six training meetings during the year. Aengus stated that it is critical that we engage in this work together as a priority commitment.

Action item: Aengus will send a DEI overview package around in early January for Board to review.

Next ExCom meeting will be January 19<sup>th</sup> to review 2021 committees/chairs, set the 2021 Board meeting schedule, discuss an indemnity line for the Regional agreement, and review exit interview conversations.

The ExCom meeting was adjourned at 10:59 AM CT.