



**Committee/Task Force Report to the Board Form**

Committee/Task Force: Governance Committee  
 Submission Date: November 17, 2017

**Members:** **Bi-Monthly Meetings; 1<sup>st</sup> Wednesday**  
**10am – 11:30am – Location TBD**

<b>Paulette Carter, Chair</b>		<b>9/13/17</b>
<b>Torin Sanders, Parliamentarian</b>		<b>11/9/17</b>
<b>Vallarie Burris</b>		<b>1/03/18</b>
<b>Ranord Darensburg</b>		<b>3/07/18</b>
<b>Mary Garton</b>		<b>5/02/18</b>
<b>Cm Susan Guidry/Alison Poort</b>		<b>7/11/18 – Date adjusted due to 7/4</b>
<b>Sara Schirmer</b>		<b>9/05/18</b>
<b>Karen Evans, Staff</b>		<b>11/07/18</b>

**Narrative:** Summary Description of Purpose

The Governance Committee (GC) will focus on the health and functioning of the Board via:

- Nominating/recruiting members
- Orientating new board members
- Creating/maintaining/updating board materials/e-manual
- Evaluating Board and Executive Director performance annually
- Monitoring/Updating Bylaws as needed
- Ensure the presence of a CYPB equity lens and its application in all CYPB efforts

**Issues:** Bulleted items focused on during meetings, accomplishments, and what wasn't accomplished.

**Agenda/Meeting Focus:**

- Board Composition: Renewal of current members, identify new possible members
- Board Officers for 2018, per bylaws an election is due now, although just voted in officers at July 2017 meeting
- Preparing/planning for Board Evaluation + Executive Director Evaluation process

**Accomplishments:**

- Approval of update to Bylaws – July 2017

Governance Committee  
November 14, 2017

- Launch of new role: Parliamentarian – July 2017
- Renewal of board members that make up the executive committee – expired memberships renewed for new term – Oct. 2017

Unaccomplished:

N/A

**Near-Term Plans:** Bulleted list of near-term actions and plans, as well as what will count as success.

- Board Evaluation process under review for a 2018 implementation
- Executive Director Evaluation process under review for a 2018 implementation

**Formal Motions to the Board:**

1. The Governance Committee (GC) recommends that the Board extend the term of the recently elected CYPB Officers to serve in their elected roles through 2018. This would allow the GC to move forward a nominating process in July 2018 and an election for new officers in November 2018, with those newly elected officers starting their terms in January 2019.

**Informal Recommendations:** N/A

Respectfully Submitted,  
Paulette Carter, Chair