



**PCCS Board of Directors and Its
Governance Committee Meeting
Approved MINUTES
Tuesday, November 10, 2015
7:00 pm
1531 Jones Point Rd. Grayslake, IL 60030**

Call to Order

Sue Ross, Committee Chair

7:05pm

In attendance: Laura Luoma, Brian Conlon, Jeff Barhorst, Dean Thorson, Nick Kotzamanis, Sue Ross, Geoff Deigan (staff liason)

not here: Marcelo Chiodi, Chris Hershiser

Discussion Agenda

1. Welcome new member to committee
 - Marcelo Chiodi was welcomed as a new member of the governance committee.
2. Review/approve previous governance meeting minutes
 - Reviewed meeting minutes from Sept governance meeting. No comments.
3. Status review of charter/recommissioning requirements (eg, dashboard/ED evaluation procedure/Board resolution)
 - Reviewed the Board resolution, outreach submittal, executive director evaluation procedure, charter commission dashboard. Generally on target with commitments. Geoff will be presenting results of Outreach efforts at next Board meeting. ED goals will be discussed at next Board meeting. Committee recommended that Outreach efforts be reviewed as part of ED quarterly performance reviews.
4. Legal feedback on required Board policy updates
 - No feedback given to date.
5. Review new Board procedure on policy creation/updates
 - Reviewed draft procedure on policy creation/revisions. Recommendation to include discontinuation as one of the options during Board review. Also a recommendation to request that the Tech Committee develop a solution for retention of documents and versions.
6. Review update to Board policy 200.4
 - Reviewed draft revision to include a Board President responsibility for working with the administration to ensure all required Board training and other paperwork is completed on time. No comments on the revision.
7. Review and revise draft bullet point list of Board member handbook topics
 - Dean Thorson provided a month-by-month list of Board activities/responsibilities. This will be used as a reference when onboarding of new Board members is completed. Committee added a list of additional topics that should be addressed during onboarding. After onboarding of the new members occurs and we find out what additional topics they are interested in discussing, a more final agenda/reference for onboarding will be created.

8. Create list of draft Board 2015/2106 goals
 - Not discussed. Will be put on next Governance meeting agenda.

Public Comment

20 Minutes

No public present.

Action Agenda

- Approve Minutes of Previous Governance Committee Meetings
Nick K motioned to approve the meeting minutes from the Sept 15, 2015 Governance Committee meeting. Dean T seconded. All ayes.
- Recommend adoption of new Board procedure on policy creation/updates to Board
Jeff B motioned to recommend adoption of the new Board procedure on policy creation/updates, as revised, to the Board. Brian C seconded. All ayes.
- Recommend adoption of revised Board policy 200.4 to Board
Dean T motioned to recommend adoption of the revised 200.4 policy to the Board. Jeff B seconded. All ayes.
- Recommend list of Board 2015/2016 goals for review by Board
No action.

New Business – Future Agenda Items

10 Minutes

No future items discussed.

Adjourn

Jeff B moved to adjourn the meeting. Brian C seconded. All ayes.
Meeting adjourned at 8:22pm.