

Governance and Nominating Committee

August 3, 2018

Present: Torrie Kopp Mueller, Maggie Carden, Kristin Rucinski, Conner Wild

Discussion on how to handle maternity leave of HSC Chair

Does vice chair move into Chair Position?

Kim Sutter (vice chair) will assume position of Chair.

Do we elect a Vice Chair?

Can't elect a vice chair without amending the by-laws. There will be no vice chair until election. The Chair will request someone to take minutes at the membership meetings.

Chair's Seat on the Board

By-laws state that the HSC Chair has a seat on the Board. So, Kim Sutter will assume the Seat on the board of directors while she is assumes the position of Chair.

This situation should be added to the by-laws at some point and direct the timeline to be through the temporary leave or through the remainder of the chair's term.

Review Conflict of Interest Statement

This is for the Review Committee for the CoC Competition. Torrie presented a draft and members agreed to use it for the competition. For future action, need to think about a policy for board members.

Next Steps on By-laws Review

Discussion Points:

Clarifying what it means to be a member; agency vs. individual

Clarify what it means to be a voting member

Membership meeting being smaller and more focused on data and collaboration

Current membership meeting becomes more of a networking meeting

Monthly meeting be an agency membership focused on data

Current meeting could be an individual membership for networking

Quarterly have strategic planning meetings, other meetings would be for presentations and networking

Membership agreement that shows what you get and give

What about charging membership dues

What about 501 ©3 designation, create a presentation to give to the board about why we should pursue this

Renew memberships annually

Action Item: create a membership agreement that has roles/responsibilities and that you give/get

*something about how data is used/sourced

*starting for 2019

Nominating & Governance Committee

September 25, 2018

10-11 AM

The Road Home, 890 W. Wingra Dr.

Attendees: Torrie Kopp Mueller, Maggie Carden, Conner Wild, Kristin Rucinski, John Brown, Jennifer

Agenda

1. Board Recruitment
 - a. Went over who has been contacted and who to contact
 - b. Post information on facebook and website
 - c. Contact Dean Mosiman about doing a story
2. Letters coming from the HSC
 - a. For future discussion as we review the by-laws
3. Review of Membership Application
 - a. Requires much more discussion. Will put as main agenda item for next meeting

Did not get to item #4.

4. By-laws: next steps

Nominating & Governance Committee: Minutes

October 15, 2018

11:00 AM-12:30 PM

The Road Home, 890 W. Wingra Dr.

Agenda

1. Nomination Updates
 - a. HSC Chair and Vice Chair
 - b. Board of Directors
 2. Review of Membership Application
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- We were did not get to the agenda for this meeting. Many people attended this meeting under the belief that it was where they could come to affect change in homeless services. We explained the purpose of this committee and talked about other ways to engage. John Brown already hosts a forum for people with lived experience and Torrie suggested that she attend those meetings for information.

Nominating & Governance Committee: Minutes

November 1, 2018

3:00-4:30 PM

The Road Home, 890 W. Wingra Dr.

Attendees: Torrie Kopp Mueller, Maggie Carden, Kristin Rucinski, John Brown

Agenda

1. Election Review
 - a. HSC Chair and Vice Chair
 - b. Board of Directors
 - c. Review election By-laws
 - d. Develop questions for nominees
 - e. Assign tasks for election

Reviewed nominees for each of the seats.

Nominations will be accepted from the floor for all seats.

Torrie will include spaces on the ballot for nominations from the floor.

Decided to use same questions as last year and also have Chair and Vice Chair nominees complete the questions. Torrie will e-mail them out and include an option to answer them over the phone or in person. Answers are due on November 26th at Noon.

Nominees will have two minutes to speak at the HSC meeting. If unable to attend or doesn't want to speak, someone will read their bio.

Electronic ballots will be sent out after the December 4th meeting to eligible voters who didn't attend.

Maggie will work with Torrie to count the ballots.

2. Next meeting and set agenda

In 2019, will start meeting again to review the by-laws.

Other items to consider:

Executive Committee of Board providing formal evaluation to CoC Coordinator

Develop a Board matrix