



Standard Alumni Board Committee Meeting Report:

Committee: Board Governance

Purpose of meeting: Monthly check-in

Date of meeting: March 15, 2016

This meeting was: ☒ by phone ☐ in person

Alumni Board members on the call/ at the meeting:

TJ, MK, Carolyn & Jolene

Agenda Item 1 notes:

*** Nominations**

- * Timeline - outline process for reviewing nominations, receiving suggestions
- * Communication to board for process
- * Need to have six new members to replace outgoing
- * Need to outline needs by demographic/class years

Presenter: Jolene

Agenda Item 2 notes:

* Board Buddy Follow Up - Jolene will send out information 3/30/2016 with Buddy pairings and explanation

*** Pairings**

- * Justin - Lindsay/Sarah W
- * Nola - Kevin
- * Daron - Rudy
- * Alice - Jason P

Presenter: Jolene

What's going well?

Sticking to our meeting schedule for BG, but need to activate Board Buddy system

Issues that should be addressed:

Need to add formality to process; Jolene to send BG primer for Robert's Rules of Order

Tools/ Resources needed and from whom?

Feedback from CCSF staff regarding

Next Steps (including members responsible for...)?

Jolene to send out:

Draft Communication - Board Buddy program

Draft Communication - Nomination suggestions

Robert's Rules of Order

Other Comments?

Date of Next Meeting: Tuesday 4/19/2016

****Secretary- don't forget to send completed notes to your AB Committee Chair, co-chair who oversees your committee and Alumni Manager (Carolyn) within one week of this meeting.***