

Weston COA Governance Committee Meeting Minutes, 12 April 2022

The Zoom meeting was called to order at 9:00am by chair Linda Johnson. She read the extension of Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law and then took attendance.

Present: Marge Ackerman, Sue Ruskin Friend, Joan Heilbronner, Linda Johnson, Tom Nicholson and Prather Palmer

Absent: Mignonne Murray

Resident Concerns and Comments: None.

Review Minutes of Meeting on 8 March 2022

There were no comments, questions, or corrections and the minutes were approved unanimously.

Director's Report

There was no report as Mignonne was absent.

Budget Report

Prather said he had not received any up-dated budget reports to share.

2022/2023 Officer Slate

Sue presented the following slate:

Linda Johnson	Chair
Joan Heilbronner	Vice Chair
Prather Palmer	Treasurer

Sue said that no one had volunteered to take on the job of Secretary and Linda noted that there is a disparity between the COA Board guidelines and the Town's board handbook on whether the Secretary needs to be an officer or not. Anthony Senesi was consulted on this point and he said it is up to the COA Board. Sue and Linda decided against including the Secretary on the officer's slate and Marge said historically, the Secretary has not been an officer. Hopefully, someone will step up soon as this is a required and important position.

Sue moved that the slate be accepted and presented to the Board and the motion was unanimously approved. The slate will be on the agenda of the April board meeting with a vote scheduled in May.

Up-dates

Board Recruitment

The recruitment and vetting process is complete. Linda complimented Board members on their recruitment efforts and input on candidates. There are 5 qualified and enthusiastic candidates. The Select Board will interview all the candidates at their meeting tonight. Sue and Linda will be present. Sue plans to provide input to Select Board members after the meeting and before the next Select Board meeting on 4/28 when appointments will be made. As discussed at our last meeting, every effort will be made to continue to engage the candidates who are not appointed.

Board Biographies Project

About half of Board members have submitted brief bios to date. Linda will send reminders to those who have not responded.

LGBTQ+ Training

About half of Board members have not yet completed the training and reminders will go out to them. Linda noted that GovCom is in full compliance and thanked everyone.

Board Document Up-dates and Handbook

This project was back-burnered during the recruitment process but is now back on the front burner. The goal is to have the up-dated handbook ready for new board members. The MCOA Board Training Task Force is winding up their work and that manual should be available soon.

COVID Booster Clinic

Tom asked for comments regarding timing of 2nd booster shots and there was discussion about the confusion around booster shots and changing mask mandates.

Other Business

Tom asked about the process for thanking/evaluating Mignonne for the job she is doing. Sue responded that Lisa Yanakakis, the Town's Human Resources Director, reviews Mignonne and said Lisa asked for her input regarding Mignonne's performance last fall. Marge noted that pre-COVID, the Board discussed the director's job performance in executive session so that all members could have a chance to comment. Linda suggested that we re-visit our process prior to the next performance review and noted that the board should be provided with a current job description prior to any discussion of performance. The group was enthusiastic about finding ways to express our appreciation to Mignonne and the rest of the fine staff members of the COA, and agreed to give this some more thought.

The meeting was adjourned at 9:23am.

Next Meeting on May 10, 2022, at 9:00am on Zoom

Respectfully submitted by Linda M. Johnson
30 April 2022