

## **Governance Committee Meeting Minutes, Tuesday May 11, 2021.**

The meeting was called to order at 9 a.m. by chair, Susan Ruskin Friend, via ZOOM. She read Governor Baker's, March 12, 2020, Order Suspending Certain Provisions of Open Meeting Law, and then took attendance.

**Present:** Mignonne Murray, Sue Ruskin Friend, Marge Ackerman, Tom Nicholson, Prather Palmer and Carol Ott.

**Absent:** Melissa Galton, Linda Johnson and Gerri Scoll.

### **Meeting Minutes, April 6, 2021**

The April minutes were reviewed. Tom made a motion to accept the minutes and Prather seconded that motion. The group approved the minutes unanimously.

### **Discussion and vote on revised definition of "Associate Members"**

Sue e-mailed an attachment containing an updated definition of Associate Members to all the members of the Governance Committee. Tom made a motion to adopt this revised definition, Prather seconded the motion, and the group unanimously approved it.

### **Discussion of Status of Awareness Working Group**

Since Linda could not attend today's meeting, Carol Ott was invited to report on the progress of the Awareness group. She said they would prefer to function as an ad hoc group working on specific projects. Currently, they are planning a June 15<sup>th</sup>, COA opening, "Welcome Back" coffee, but need to meet all the Board of Health requirements. These include having all items individually wrapped and preventing people from walking around with food. The number of people will be limited so a sign up will be required. They want to encourage attendees to bring someone who has never been to the COA. They met with Tricia McGann and would like to be involved in projects with her. They also want to work more with the Recreation Department. Welcome and Hospitality has a valuable connection to the Women's Community League which should be encouraged to continue.

### **Update on Schedule for Committee Mission Statements**

Tom will present the Needs Assessment mission statement at the next board meeting. He plans to meet with Wayne to map out an outline. He will send the info in an attachment to Mignonne so she can send it with the other board materials for the COA Board Meeting next week. Housing and Transportation will present their mission statements at the June board meeting.

### **Discussion of Proposed Slate of Officers for 2021-2022**

Marge presented the proposed slate of officers for next year.

Chair: Sue Ruskin Friend

Vice Chair: Linda Johnson

Secretary: Marge Ackerman

Treasurer: Prather Palmer

This slate will be presented to the full board at their next meeting in May and they will vote on the slate at the June meeting.

**Other Business**

Sue asked if the Select board had interviewed the candidates for next year's vacancy on the COA Board.

Marge reported that Kara Fleming told her that they will be on the Select Board schedule May 25<sup>th</sup>.

**Date of Next Meeting: June 8, 2021 at 9 a.m.**

The meeting was adjourned at 9:37a.m.