**Columbia County Community Healthcare Consortium, Inc.**

**Minutes of the Governance Committee meeting of May 15, 2024**

**Participants**:

Board Members Robin Andrews (Chair), Marielle McKasty-Stagg, Maria Ostrander, Jolene Race and John Thompson and Staff Member Claire Parde.

**Discussion Topics:** Candidate for Board service; pairing new Board Members with Board Mentors; new Board Member orientation meeting; biennial Board assessment

**Discussion Summary**:

**Welcome**

Robin Andrews welcomed the committee members, including and especially our newest member, Jolene Race.

**Candidate for Board service**

Robin noted that we anticipate electing Nina Benvenuto, the new Administrator at the Columbia County Office for the Aging, as the Network Member Representative for that agency at the regular board meeting in June. Robin and Claire have both met and chatted with Nina, who attended the Annual Recognition Event, and are scheduled to speak with her more formally about Board service later in the week.

**Pairing new Board Members with Board Mentors**

Robin identified the three new members—Aislinn Smith, Karen Amanna, and Jolene Race—that were elected at the Annual Meeting in April. Assuming that Nina is also elected in June, the Committee discussed possible Board Mentors for all four new Board Members, and ultimately recommended the following pairs:

* Aislinn and Amanda Pierro
* Jolene and Bob Gibson
* Karen and Dan Almasi
* Nina and Victoria McGahan

Robin will reach out to the current Board Members to inquire if they would be willing to serve as Mentors to these new members.

**New Board Member Orientation Meeting**

After the current Board Members commit to serving as Board Mentors, we can proceed with scheduling a New Board Member Orientation Meeting, ideally for the month of June. It was noted that Maria Ostrander joined the Board well after the last New Board Member Orientation Meeting occurred, so she and her board mentor, PJ Keeler, will also be invited to participate.

The group reviewed and discussed the content of the orientation meeting. It was agreed that an overview of the organization’s mission and programs should be added to the content, as well as a focus on a Board member’s role in the Consortium’s work. It was also suggested that members could be sent materials to read prior to the orientation meeting, if it is felt that is needed.

**Biennial Board assessment**

Robin reminded the group we assess the function of the Board every two years, using a survey instrument that the Board members complete. The group reviewed that instrument and determined that we would remove questions 32 and 33, which reference in-person and virtual board and committee meetings. Claire will make that adjustment to the instrument. At the June meeting, Robin will advise the Board to expect to receive the survey instrument via email, with the request to complete the survey no later than July 6th.

During the discussion, the Committee decided that two board meetings per year—the Annual Meeting, typically in April, and the October meeting--would be in person, with the latter possibly taking place at a Network Member’s business location. It will also be expected that Board members attend the Annual CARTS fundraiser (this year, scheduled for Thursday, August 1st).

**Adjournment**

With no further business, the Committee meeting adjourned.

**Next meeting:**

The next meeting of the Governance Committee is scheduled for **July 17, 2024 at 1:00 p.m.**