



**AGING TOGETHER
GOVERNANCE COMMITTEE MEETING
NOVEMBER 17, 2023 | 2:00 PM
VIA ZOOM**

MINUTES

Committee Members Present: Brittany Antezana, Dr. Ethel Bothuel, Patty Jeffries, Christy Ludlow, Patrick Mauney (Chair)
Staff Members Present: Ellen Phipps

1. Call to Order

Committee Chair Patrick Mauney called the meeting to order at 2:00 p.m.

2. Strategic Plan Actions

a. Review of Committee Charters

Patrick noted that the Strategic Plan action 4.6.3 tasks the committee with reviewing the various Board committee charters and making recommendations for changes on a biannual basis. Copies of the existing committee charters and/or work plans were reviewed with no changes recommended to either the Governance or Executive Committee charters. The committee was unsure whether changes were needed to the PPA charter and Ellen noted that the Advancement committee had agreed to work on replicating the format of the other three committee charters at its next meeting in January.

Christy, with dual membership on Advancement committee, agreed to lead the review of that document and report back at the next committee meeting. Patrick agreed to reach out to the Board Chair and PPA Chair for similar discussion before the next meeting.

b. Board Member Self-Assessment Process

Patrick noted that Strategic Plan action 4.5.2 tasks the committee with checking in with board members on self-assessment and intent to continue on the Board. He indicated a preference to do something more substantive than an intent to continue question. Patty recommended developing a simple questionnaire and Ellen suggested using the board member job description as a basis for assessment questions. The committee discussed and agreed with that approach. Patty and Christy volunteered to develop survey questions and will report back when they have a draft set of questions.

3. Other Business

a. Board Retreat

Ellen reviewed the topic and subject for the December 8th board retreat and noted that staff and Katie Snyder met to develop materials for how outcomes and impact is currently tracked and additional items including how to best communicate that impact.

b. State Plan on Aging Presentation

Ellen shared that the Executive Committee forwarded an item to the Governance committee regarding scheduling a presentation from the Department of Aging and Rehabilitative Services (DARS) on the State Plan on Aging. The committee discussed and recommended that a broader audience be included, rather than limiting to the Board. Suggestions included Encompass Community Supports (Area Agency on Aging) staff and board, the Senior Services Collaborative and other partners. Dr. Ethel suggested holding the presentation in Warrenton and offered up space at First Baptist Church. Ellen will follow up and communicate with DARS about the potential opportunity.

4. Adjourn

With no further business, the meeting was adjourned at 2:40 p.m.

Submitted by: Patrick Mauney