

Minutes of Special Meeting-August 18, 2016

Board Members present: Tom Murtha, Jim Wallace, Don Ramsey, Kathy McCleary, Dean Pinto, Rick Child, Rosalie Newman, Gavin Arneith, and Susan Giglio

Members Absent: Dave Moseman and Ashley Mele

Staff: Candice Bohr

Meeting called to order by Tom Murtha at 6:31PM

1. Discussion on leasing current space or purchasing. Building Committee met prior and summarized. Tom made the motion to discuss, Jim seconded.
 - Improvements needed
 - HVAC, roof and mechanicals checked
 - Discussed financing options and other properties we have toured
 - Savings on purchasing the building and re-invest the “savings” into programming and capital improvements

Tom called for a Vote, All voted Yes in favor of purchasing #15 Berkshire. Tom and Candice still negotiating price.

2. Discussion on Board Retreat and job description of Board.

- After debate on criteria, the following was presented by Gavin and seconded by Rick. All voted Yes in favor of the following:

Expectations of board members:

- To attend and prepare for all board meetings
- To serve on at least one Committee and/or Task Force
- To make an annual contribution
- To support fundraising events and outreach
- To visit programs at least 3 times per year and to report observations at a board meeting
- Participate in an annual assessment of their engagement

Executive Committee should consist of:

- Chairman-whom does not have to sit on a committee
- Vice Chairman-whom sits on a committee or task force in a leadership role and is able/willing to be next Chairman
- Treasurer-whom sits on a committee in a leadership role
- Secretary-whom sits on a committee in a leadership role
- The Executive Committee will meet between the board meetings to plan the agenda based on issues raised by the committees for either decisions or input

Committees are yearlong commitments and Task Forces are planning groups leading up to an event. These committees have been formed.

Resource Development /Finance Committee
PQI/Program Committee
Governance/Nominating Committee
Building Committee
Road Race Task Force
Holiday Festival Task Force
Annual Breakfast Task Force

Eliminate Terms due to the annual assessment done by the Executive Committee.

Board Members, Friends Of and Advisory can be non-residents

Sue presented a book called "Great Board for Small Groups" , by Andy Robinson for members to purchase and read if interested.

Meeting adjourned at 7:20 PM. Motion made by Gavin and seconded by Rosalie.

Respectfully Submitted by:

Candice Bohr 8/19/16

Special Meeting on Sept 13th at 6:30, 13 Berkshire Road.

Topics Budget/Benchmark and Communication