



**DRAFT**

**Governance Committee  
July 26, 2022**

**MINUTES**

**Present:** Beth Bird; Anita S. Duckor; Stacy Jacobson; Ralph Scorpio; Kristine Smyth; Jean Wincek, CSJ

**Via Zoom**

1. **Welcome:** Committee members welcomed new Ministries Foundation Board of Directors Chair Kristine Smyth to the committee.
2. **Prayer:** Jean opened with a prayer from Ed Hays's *Prayers for the Domestic Church* on the gift of change.
3. Kris read aloud the Ministries Foundation's Racial Equity Statement to begin the meeting.
4. **Agenda:** Anita asked for approval of the original agenda. Committee approved agenda with one change: include "Smyth" after "Kristine" in the list of committee members.
5. **Minutes:** Jean moved to accept the May minutes as written; Stacy seconded the motion. Committee approved the May 24 minutes with no changes or edits. (The committee did not meet in June.)
6. **Newly Designed Organization Board Skills Matrix**  
Ralph screen-shared the latest draft of the matrix. Committee discussed the idea of sending it to each board member and having members fill in their top 3 skills/attributes. Committee made the following suggestions:
  - Leave a space for "other."
  - Add list of committees for board members to fill in.
  - Delete column for "How do I want to use my expertise?"
  - Add the three CSJ columns to the matrix when sending to the five CSJs on the board. Make a new column for DEI experience. Take it out of HR.
  - Delete R & D from "Human Resources."  
Delete R & D from "Demographic Trends" and make new column: "Research & Development: Demographic Trends."
  - Change "Ministry Development/Operations" to "Program (ministry) Development/Operations."

**7. Newly Designed Organization Board of Directors – Potential Candidates**

Committee review recruitment chart.

Jean will contact Adele Sullivan, CSJ (LA Province) next week.

Committee added “Will contact after Memo of Understanding is signed” as action step for other potential prospects.

**8. 2022-23 Governance Committee Action Plan**

Anita screen-shared her latest version of the Committee Action Plan and walked the committee through it. She will go through it and update all the dates.

**9. Bold Moves 2030/Newly Designed Organization Update**

No additional updates.

**10. Action Items**

- Ralph will update matrix.
- Jean will reach out to Adele Sullivan, CSJ.
- Anita will distribute the skills matrix to board members via email and will follow up.
- Anita will update Committee Action Plan.

**Next meeting:** August 23, 2022.

**Executive Session began at 9:10 am.**