



**DRAFT**

**Nomination & Governance Committee  
April 21, 2025  
MINUTES**

**Present:** Anita S. Duckor, CSJC; Karen Gervais; Stacy Jacobson; Jean Wincek, CSJ

**Staff:** Lacy Sietsema; Matt Halley

**Not Present:** Kevin Berg

**Location:** Via Zoom – Meeting began at 8:34 a.m.

**DEI:** Anita opened with the Accola DEI Statement.

**Spiritual Centering:** Jean led the committee in spiritual centering.

**Approval of Agenda**

The April Agenda was presented. The topic of Zoom meetings was added to the agenda. With this addition, all present members voted to approve the agenda.

**Minutes:** The March minutes were presented for approval. Under Spiritual Centering, Jean led the previous committee meeting. Karen will lead the the committee in May. With this correction, Karen moved and Jean seconded to approve the March minutes. All present members voted to approve the minutes.

**Updated Nomination & Governance Workplan**

The committee continues to make good progress on its workplan. Anita and Lacy will send out notices to Board members regarding the surveys.

**Officer Nomination Process**

Anita reported that she is in the process of drafting the Officer Nomination Process.

**Past Chair Role & Scope of Work**

The Nomination & Governance Committee discussed the role of having the previous Board Chair remaining in the Executive Committee. This provides two years of history and decision-making. This is a non-voting role.

**Revised President's Performance Evaluation Process**

Anita reviewed the revised President's Performance Evaluation. This document has been reviewed by the Executive Committee. The Nomination and Governance

Committee discussed the purpose of the assessment and the value of including staff assessments. There will not be an evaluation this year.

### **Board Recruitment/Onboarding**

The Nomination and Governance Committee reviewed the Board recruitment and onboarding process. The committee discussed the term “community networks” and what this means. Board members with financial and non-profit expertise is needed. There was a discussion about Board formation and what is needed to create a more cohesive Board. Jean suggested updating and reviewing the list of possible Board recruits.

There was a discussion about how to create a fully engaged Board. Anita asked the committee to send feedback and she can draft a document based on the ideas.

### **Zoom Meetings**

The committee discussed hybrid meetings and meeting etiquette. It was pointed out that the last meeting was challenging for those on Zoom and that led to feelings of disengagement. It was difficult to hear some of the conversations and it was difficult to tell who was talking. Matt reported that Accola will be investing in new technologies as it moves into new buildings. There was a discussion about a possible Board retreat to increase Board engagement. Lacy and Anita will experiment with the way the meeting is set up. Matt suggested bringing up the topic of how the meeting structure can balance in-person relationship time with the traditional business of the Board.

### **Board Attendance**

Lacy reported that the overall Board and committee attendance is good.

**Meeting concluded** at 9:37 a.m.

**Respectfully submitted by:** Lacy Sietsema, Accola