DRAFT

Nomination & Governance Committee
August 18, 2025
MINUTES

Present: Kevin Berg; Anita S. Duckor, CSJC; Karen Gervais; Steve Kenney; Anne Weyandt; Jean Wincek, CSJ

Staff: Lacy Sietsema; Matt Halley

Location: Via Zoom – Meeting began at 8:31 a.m.

DEI: Kevin read the Accola DEI Statement.

Spiritual Centering: Anita led the committee in spiritual centering.

Approval of Agenda

Anita suggested moving the discussion about the FY25 Board Self-Assessment Survey. This discussion will take place after the approval of the August minutes. With this amendment, Jean moved to approve the agenda and Kevin seconded. All present members voted to approve the amended agenda.

Minutes

The July minutes were presented to the committee for approval. Hearing no changes or corrections, Kevin moved and Steve seconded to approve the minutes. All present members voted to approve the minutes.

2024-2025 Accola Board Self-Assessment Survey Summary Report

The Nomination and Governance Committee reviewed the Board Self-Assessment Survey. Anita reviewed specific highlights from the report. Important areas to address include diversity, Board composition/utilizing expertise, the selection process of new leadership, board performance, and onboarding. The committee discussed how Board Education Sessions are used. Anita stated that she is drafting a Board calendar and asked for feedback on potential topics that can be incorporated in this calendar. Events and celebrations will be included on the calendar. Feedback was also requested for topics that can be included in the 2026 Board Retreat.

2025-2026 Nomination & Governance Work Plan

Steve and Anita are collecting the committee work plans. The Board calendar has been added to the plan, as well as onboarding Board members.

2025-2026 Board Recruitment Plan
Discussion deferred.

Proposed Updated Board Commitment Form
The Board Commitment Form and Confidentiality Form were reviewed. These signed documents will reside with Lacy.

Board Dashboard/Board Goals
Anita reviewed the Board dashboard and goals. Kevin suggested adding the concept off members being ambassadors/advocates of Accola. The ideal performance is 100%. Expectations need to be made clear about the role and responsibilities of Board members. The committee discussed participation and what this entails, as well as attendance. The committee discussed the process of off-boarding. An ongoing report will be generated. Matt stated that this report will be included on the agenda and in the Board package. The committee decided to label this report "Director's Goals" instead of "Board Dashboard."

2025-2026 Board Goals
See above notes.

Board Attendance
The committee discussed a leave of absence policy. Lacy reviewed FY26 attendance and Steve will reach out to Board members who have been consistently absent. The committee discussed roles that past Board members can be designated and how they can remain connected to Accola when their service concludes.

Next Steps
Anita reported that Fr. Larry Snyder is resigning from the Board and a resolution of gratitude will be drafted.

Meeting concluded at 10:01 a.m.

Respectfully submitted by: Lacy Sietsema, Accola