DRAFT

Accola Nomination & Governance Committee
February 17, 2025
MINUTES

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

Staff: Lacy Sietsema; Matt Halley

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

DEI: Anita opened with the Accola DEI Statement.

Spiritual Centering: Stacy led the committee in spiritual centering.

Approval of Agenda
Hearing no changes, all present members voted to approve the agenda.

Minutes: The November minutes were presented for approval. Hearing no changes or corrections, Karen moved to approve and Jean seconded. All present members voted to approve the November minutes.

Dr. Michelle Herring, MD: Potential Board Member
The Nomination and Governance Committee reviewed the resume of Dr. Michele Herring. She was recommended as a potential Board member by Kris Smyth. She is a current volunteer at SMHC and comes highly recommended. Matt and Kevin will reach out to Michele and schedule a time to meet with her.

Revised Nomination & Governance 2024-2025 Workplan
Anita presented the revised Nomination and Governance 2024-2025 workplan. She reviewed all updates. The committee continues to look into potential Board members. The Board handbook is on the Board Portal and available to all Board members. There will be Board assessments for the 2024-2025 year.

Proposed 2024-2025 Board Self-Assessment & Committee Self-Assessment
The committee reviewed the Board and Committee Assessments. There was a discussion about various sections and whether there needs to be additions, clarifications, removals, or expansions. The committee discussed survey confidentiality and giving the option of Board members being able to add their names to the survey. This would allow for follow-up feedback if necessary. Anita will revise the assessments based on the committee feedback and this will be reviewed at the next Nomination and Governance Committee meeting.

Proposed President's Performance Evaluation Process
Anita reviewed the Accola President's Performance Evaluation process. This would be an 18-month review. In previous years, this involved an Executive Committee assessment and a separate assessment

from the wider Board assessment. The committee discussed this process and the possibility of doing just one survey. It was determined that one survey for everyone would be sufficient. It was suggested that Matt, Anita, Kevin, and Jean meet to further solidify the evaluation process.

Next Steps

1. Anita, Kevin, Jean, and Matt will meet to go over the President's Assessment Process.
2. Kevin and Matt will meet with Dr. Michele Herring.

Other

Anita suggested that the committee meets every other month beginning in July 2025.

Kevin reported that his Chair term will end in June. Steve Kenney will take over as Board Chair. There was a discussion about the Vice Chair position. Anita will draft a document that outlines the Board Chair nomination process.

Meeting concluded at 9:56 a.m.

Respectfully submitted by: Lacy Sietsema, Accola