

**Governance Committee Minutes**  
**Sunday, March 28, 2021, 7:30 pm Virtual Meeting**

**Time: Sunday, March 28, 2021 07:30 PM Eastern Time**

**Governance Mission Statement:**

The mission of the Governance Committee is to assist the Board of Directors (“Board”) of Lake Erie Swimming in fulfilling the Board’s responsibilities with respect to (a) Board organization and function, including the recruitment, nomination, and orientation of Board Members; (b) Board Committee structure, membership and function; (c) Board governance policies and the necessary modifications to such policies; and (d) Strategic Plan.

Attendance: Julie Bare, Branden Burns, Pam Cook, Gracey Girts, Tina McCauley, and Sarah Tobin, Emma Claire Shemo-Lambert

Absent: Gabby Kariotakis

Meeting called to order at 7:30pm

Approval of February 28, 2021 Minutes- Approved

Approval and Additions to Agenda- No Additions-Approved

**Old Business**

- Board Items Update
  - BOD Evaluation – Athletes committee completed their committee evaluation.
    - Went out to Vice Chairs and brought to committee chairs for April meeting.
    - Three evals-self, committee members, committee chairs.
  - Strategic Plan
    - Interim Strategic plan needs to be addressed.
    - Goals from Committees and Division Chairs.
  - LEAP items as part of Strategic Plan review – see attached files
    - LEAP is due by September.
    - Some items the LSC is accomplishing but we need documentation and examples.
    - Committees should meet every month until LEAP items are completed.
    - Suggest Vince create 3 Leap Task Forces to ensure the main sections be completed.
    - Create a plan and timeline for completing LEAP by Sept. 1<sup>st</sup>.

- Board needs to address items in a timely matter. The board discusses items but needs to work on checking off items. Items will remain on Old Businesses until finished.
  - New Board Orientation Date
  - Document Retention
  - LEAP -Sept. 1<sup>st</sup>
  - Interim Strategic Plan
  - We are reminding the Board of areas the board needs to focus on.
  - Tina will reach out to Vince to discuss lack of movement.
  - Tina will request to attend the April Board Meeting
  - How can Governance help facilitate completion of items?
- P&P -DEI language added to the legislation for April 24<sup>th</sup> HOD meeting.
  - Language was sent out to voting members.
- New Board Orientation
  - Date?
- Document Retention
  - Policy?

#### New Business

- Schedule and Agenda for Committee Meetings in April
  - Are committee meetings scheduled for April? Provide Committee dates for April meetings. Updated committee member lists from chairs.
  - Pam will ask Vince to remind Committee chairs to submit April meeting minutes for posting.

Adjourned-8:16p