

MINUTES OF THE MEETING
THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
GOVERNANCE COMMITTEE
June 24, 2021



These minutes are for
informational purposes only.

PRESENT: Higgins, Ed; Larrow, Jeff; McGinn, Walter; Swenson, Christine; Sandford, Chris; Woodland, Julie

1. Call to Order

The meeting was called to order by Vice Chairman Higgins at 6:06 p.m.

2. Community Participation – None.

3. Discuss Committee Charter

This item is planned for discussion at a future meeting.

4. Discuss Board Self-Evaluation and Proposed Action Items

Discussion included the following items for consideration and/or action.

For the September Retreat on Tuesday, September 21, 2021

- Consider a walking tour or bus tour featuring visuals of newly improved facilities and/or new programs.
- Consider a “reintroduction of Trustees” activity to be performed in pairs. Mr. Sandford will provide possible interview questions from various resources before the next meeting.
- Consider providing a picture and brief biography of administration members for an overview of who does what.
- Possible Retreat theme could be, “What are the attributes of a *good* Board member?” Mr. Sandford will provide a chart from NAIS for discussion at the next meeting.
- Small group discussions were found to be most effective in encouraging Board member participation and overall engagement, particularly when the small groups report back to the larger group after culling brainstormed ideas to make a final presentation.
- Reading material should be provided to members in advance of the Retreat.

Possible Topics and Questions for Small Group Discussion at the Retreat

1) Recruitment

- Consider asking Paul Kelly to describe the history of how BOT candidates have been found. While sometimes “the right people come forward at the right time,” how can we reach new members who bring with them diversity of geography, profession, ethnicity, educational background, or alumni status? How do we define, maintain, and grow the composition of the Board?
- Currently, the administration helps recruit for the Board. What qualities is the Board looking for in future candidates?
- Discuss the status of the alumni database.
- **Orientation and Team Building**
The Nominating Committee members should conduct a campus tour for new members, particularly with Trustees of the Sending Towns.
- Perhaps a gathering around the fire pit once a year could build familiarity and awareness of Board expectations.
- Mentors/sponsors should be assigned (by the Nominating Committee) to every new Trustee to create a buddy system.
- Beyond the roles and responsibilities of Board members, what else should the orientation process focus on?

- How can the Nominating Committee best build a stable of potential candidates from a wide geographic area?
- How can the energy and participation of actively engaged Board members translate into an effective transition plan?

2) Board Leadership and Development

- If (current) Board meetings tend to be presentation-based, with discussion occurring at the subcommittee level, what do future Board meetings look like?
- What is the value of institutional knowledge vs. fresh ideas/approaches? (broad discussion)

3) Succession Planning

- Should there be terms for BOT officers? Should there be term limits? What are the pros and cons of each?
- Are Trustees of the Sending Towns able to hold officer positions?

General

- This committee would like to meet approximately every three weeks.
- The Board's focus is to engage in governance rather than the operations of the school.
- Ask Paul Kelly to attend the next Governance Committee meeting.
- Connect the following veteran and new Trustees: Ed Higgins/Eric Quinn and Walter McGinn/Melissa Perkins-Banas for mentor/sponsor partnerships

5. Other – None.

6. Adjournment

MOTION: (McGinn/Larrow) To adjourn the meeting at 7:09 p.m.
Unanimous

Respectfully submitted,

Julie Woodland

Julie Woodland
Board Clerk

The Woodstock Academy prepares all students by providing diverse opportunities through a rigorous curriculum and a variety of programs in order to cultivate the necessary skills to become lifelong learners and global citizens.