

FOOD BANK OF THE SOUTHERN TIER
Nominating & Corporate Governance Committee Meeting
August 5, 2021
8:30-9:30 AM

AGENDA

TOPIC	FACILITATOR	ACTION	TIME
1. Welcome & Call to Order	Grace Park		2
2. Opening Prayer	Grace Park		2
3. Approval of June 3, 2021 Mtg. Minutes	Grace Park	Approve	1
4. Check-in	Grace Park		10
5. Follow-up Items		Discuss	25
• Conversations with BOD members	Grace Park		
• BOD Recruitment Update	Natasha Thompson		
• BOD Prospect Spreadsheet Review			
• BOD/Committee Volunteer Day Planning			
• Implementing FANO BOD Best Practices			
6. General Governance & BOD Policies	Grace Park	Discuss	20
• Review & Revise BOD Operating Policies			
• Review & Revise Committee Descriptions & Tracking Calendars			
7. Other Business	Grace Park	Discuss	5

Next Meeting
October 7, 2021
8:30-9:30 AM
Opening Prayer: Bill Powell

Food Bank of the Southern Tier

Nominating & Corporate Governance Committee Meeting

Thursday, June 3, 2021

8:30 – 9:30 AM

Committee Member	In Attendance	Unable to Attend
Grace Park (Chair)	X	
Bill Powell		X
Maureen Ferrell	X	
Mary Pat Dolan	X	
Marty Heysham	X	
Alison Wolfe	X	
Joe Thomas	X	
Fred Van Sickle	X	
Ex-Officio		
Natasha Thompson	X	
Staff		
Meghan Parsons	X	
Lynn Dates	X	

1. **Welcome & Call to Order** - Grace Park called the meeting to order at 8:31 am
2. **Opening Prayer** – Marty Heysham gave the opening prayer.
3. **Approval of April 1, 2021 Meeting Minutes**
*Maureen Ferrell made a motion to approve the April 1, 2021 minutes.
Mary Pat Dolan seconded. All were in favor. None opposed.*
4. **Check-in** - All present gave an update on their personal/professional lives.
5. **Engaging Former Board Members** – Using written materials, Meghan Parsons started a dialogue about keeping former BOD Members engaged from a development standpoint. She reported that she and Mary Jane Bray met with current and past BOD and Committee Members during the first 4 months of the year and, with Committee input, provided examples of how former BOD Members can remain connected to the Food Bank: Strategically determine how far back would we reach out; Mary Pat noted that making people feel comfortable and remembered can encourage giving; Grace noted former members have passion and provide support to FBST, not just money, and past members are great advocates in the community; Fred expanded on the idea of a yearly reunion; Alison added that this should be an event to give thanks for time and leadership; Natasha added that if we want to start a President’s Council that this committee would help figure this out.
6. **FANO Conference – Local BOD Session Recap** – Grace reported on one Local BOD Session during the FANO conference and shared notes from the session “12 Key Principles that Characterize High Performing Boards.” Fred noted that DEI efforts need goals to show progress, adding that this material would be good to share with the whole BOD. Joe pointed out that DEI work regarding board candidates will take time and that Grace and Natasha should be managing the process over the next year. He also shared the idea that at the beginning of each BOD meeting a Member states the FBST mission and notes what feeds into this mission. Fred reinforced that DEI must be on our agenda each meeting so that it remains top of mind. Grace, Fred, Mary Pat and Alison agreed to work on an action plan to increase board diversity and would report back at the next meeting.
7. **BOD Recruitment Update** – Natasha reported that four BOD Members are eligible for re-election: Mary Pat who agreed to another three years. Grace reported that she reached out to Anis Fadul and is waiting for his response and will plan to talk with John Bayne about his intentions. Natasha reached out to Mike Eisner and

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has not heard back. Natasha reported that she has heard from one professor at Cornell who was enthusiastic about joining the BOD but has family commitments and would like to be considered in the future. She noted that Andy Fagan who will be retiring from Cornell Cooperative Extension and lives in Tioga County is interested.

8. **Other Business** – no other business noted.

The meeting adjourned at 9:32 am.

Minutes respectfully submitted by,
Lynn Dates, *Executive Assistant to*
Natasha Thompson, *President & CEO*

Next Meeting

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8:30-9:30 AM

Opening Prayer: Grace Park

FOOD BANK OF THE SOUTHERN TIER

**Board of Directors
2021 Membership Terms**

In accordance with Article III, Section 3, Paragraph b of the Food Bank's by-laws, Directors shall be elected for terms of three years, which terms shall be divided as nearly as possible into three classes of Elected Directors so that each year only about one-third of the Elected Directors' terms will expire. An Elected Director may not serve more than three consecutive three-year terms. Members are elected at the Food Bank's annual meeting in February.

Current Board Members	First Term Ending	Second Term Ending	Third Term Ending	Committees
Peter Newman	2016	2019	2022	Development
Grace Park	2017	2020	2023	N&CG
Steve Hoyt	2018	2021	2024	Executive, Finance
Joe Thomas	2018	2021	2024	Executive, Development
Michael Eisner	2019	2022		Finance
John Bayne	2019	2022		Development
Mary Pat Dolan	2019	2022		Executive, N&CG
Alison Wolfe	2020	2023		Development
Jessica Renner	2021	2024		Executive, Development
Shannon Matteson	2021	2024		Finance
Karl Krebs	2021	2024		Finance
Anis Fadul	2022			Development
Erin Summerlee	2023			Advocacy
Marty Heysham	2023			N&CG
Fred Van Sickle	2024			N&CG
Past Board Members	First Term Ending	Second Term Ending	Third Term Ending	Actual Term End Date
Carin Rouleau	2015	2018	2021	Feb 2021
Lorna Swaine-Abdallah	2021			Feb 2021
Nancy Miller	2014	2017	2020	Feb 2020
Christina Sonsire	2022			Sept 2019*
Sheri Hughey	2017	2020		Feb 2019*
Mark Bordeau	2013	2016	2019	Feb 2019
David Radin	2013	2016	2019	Feb 2019
Allison Strife	2018			Feb 2018
William Powell	2012	2015	2018	Feb 2018
Stephen Fowler	2012	2015	2018	Feb 2018
Peter Cronk <i>dec.</i>	2019			May 2017*
Carol True-Palmer	2017*partial			Oct 2016*
Krista Matia	2016			Feb 2016
Joe Antos	2010	2013	2016	Feb 2016
John Alexander	2009	2012	2015	Feb 2015
Todd Reasons	2014	2017		Oct 2014*
Patricia McLellan	2015			Feb 2015
Robert Roemmelt	2012	2015		Feb 2015
John Nozell	2017			July 2014*
Robert Grissom	2016			Feb 2014*
Richard Wardell <i>dec.</i>	2007	2010	2013	Feb 2013
David Orlovsky	2012	2015		Dec 2012*
Krista Niles-Updyke	2007	2010	2013	Feb 2014
Mary Pat Dolan	2008	2011	2014	Feb 2014
Michael Judd	2015			Feb 2013*
Tara Masters	2014			Feb 2014

Betsey Bacelli	2014			June 2012 *
Joseph Simmons	2012			Feb 2012
Joanne Aloï	2013			May 2011*
Brigid Allinger	2011			Feb 2011
Molly Lane	2011			Feb 2011
Robert Ivers	2008	2011		Feb 2011
Sister Marie Castagnaro	2007	2010		Feb 2010
Ian Harrop	2006	2009	2012	Feb 2010*
Charlie Burke	2010			Aug 2009*
Ray Denniston <i>dec.</i>	2009			Sep 2008*
Marianne Zuk	2009			Apr 2008*
Mary Meisner	2011			Feb 2008*
Anthony DeSanctis	2009			Dec 2007*
Anthony Ciccariello	2008			Dec 2007*
Thomas Gaige	2009			Nov 2007*
Jean Owens	2007			Feb 2007
Joseph Slavik	2006			Feb 2006
Jason Arnold	2006			Jan 2006
Beth Wasson	2007			Dec 2005*
Kathy Stein	2006			Jun 2005*
Russell Minier	2006			May 2004*
Michael Capalupo	2006			Jan 2004*
Cynthia Cave-Gaetani	2006			Nov 2003*

* denotes unfinished term

Diocese Rep.	Yrs. served
Anthony Barbaro	- 2019
Laura Opelt	2019 - 2020
Jack Balinsky	2021 - Present

Readiness	First Name	Last Name	Bio/Connection to FB mission	KSAs	Recommended By	Initial Contact	Next Steps	Notes
A	Kathleen	Rasmussen	Soon to be retired Prof of Nutritional Science at Cornell. Internationally known researcher on maternal and child nutrition. Serves on NYS WIC Board. Food Bank Major Donor.	WIC, nutrition	John Alexander/ Mary Jane Bray/Joe Thomas	John spoke to Kathy on 6/20/21 about the Food Bank. "She is now interested in exploring ways that she could be helpful, either as a member of one of our committees, or as a board member, or both. She sees committee participation as a way to "learn the ropes" and has posited that this may be a good precursor to board membership. On the other hand, she would certainly be amenable to joining the board directly, if her skills, background, and commitment would be helpful." Joe Thomas agreed to reach out to Kathy and schedule an in-person meeting with him and Natasha to discuss potential BOD or committee service.	Kathy is scheduled to come down to the Food Bank with Joe Thomas for a tour on August 3 and a conversation about BOD or Committee service.	
A	Andy	Fagan	Soon to be retired Executive Director of Cornell Cooperative Extension (Chemung & Tioga) Resident of Tioga County.	Agriculture, nutrition, non-profit administration, LGBTQ+	Natasha Thompson	Natasha sent an email to Andy on 4/29/21 congratulating him on his upcoming retirement and asking if he might be interested in exploring Food Bank BOD service. He replied that he would be interested so Natasha sent him the BOD prospect materials on 5/4/21 for his review. Andy emailed Natasha on 6/29/21 and asked to meet in person to discuss the opportunity further. Natasha met with Andy on July 7. She answered his questions about the BOD, the Food Bank's relationship with Catholic Charities, and our commitment to engaging the community more in our work. He said he was very interested in joining the BOD. Andy is working as ED at least through the end of September.	Natasha will email Andy in September to follow up on their conversation and confirm his interest.	5/4/2021 Hi Natasha – What would the time commitment be? Start date, years of commitment, # of meetings, etc.? If it would be easier, we can schedule a time to talk. I'm not sure how much I want to commit to at this point. My main goals are 1. To take care of myself 2. Continue the Poverty Reduction work here and across the state with the CCE system and other partners 3. Create and Play my music 4. Spend time with my granddaughter. My ag educator and I had a nice chat with Randi, Devin and Sarah yesterday. Exciting opportunities! Thanks, Andy
A	Avery	August	Vice Provost for Academic Affairs at Cornell. Leader of DEI efforts at Cornell. He is Howard Hughes Medical Institute Professor and Professor of Immunology in the College of Veterinary Medicine. https://vpaa.cornell.edu/	DEI, medicine, higher ed	Fred Van Sickle	Fred reached out to Avery on July 28 inquiring about his potential interest and offering to arrange a lunch for the two of them and Natasha so he can learn more about the Food Bank.	Fred & Natasha will be meeting with Avery in August.	Dear Fred, Thanks for reaching out with this potential opportunity. The Food Bank clearly does admirable work. I am certainly open to meeting with you and Natasha to learn more about your work. Best. Avery
B	Karen	Jones	VP of Diversity, Equity & Inclusion at Binghamton U. Formerly worked at Excellus. Familiar with food banking from her time in Rochester. Lived next door to Foodlink CEO.	DEI, healthcare, higher ed	Natasha Thompson	Karen and I had a great Zoom call on March 19 where we discussed the work of the Food Bank during COVID, her transition from Rochester to Binghamton, etc. I suggested that she come to the Elmira for a tour of the facility in the summer. She was very excited to do so. Karen is scheduled to visit the Food Bank on July 26 for a tour with Natasha and conversation about possible BOD or committee service	Karen had to reschedule her visit on July 26. Natasha will be visiting her on campus on 8/26.	

B	Amanda	Smith-Socarís	Owns a small business in Watkins Glen. Former BOD chair at the Watkins Chamber. Had been involved with Tour de Keuka. Currently on the Development Committee	Marketing, small business, Schuyler County connections	Joe Thomas		
B	Rodrigo	Samodal	Pediatrician with a focus on Medicaid patients. Formerly on the BOD of Glove House.	Healthcare, equity, low-income populations	Meghan Parsons	Meghan met with Dr. Samodal at the Food Bank for a tour. She talked to him about our organization and the BOD	Meghan will follow up with Dr. Samodal on 7/30
C	Jamila	Michener	Professor of Government at Cornell. Co-Director of Cornell Center for Health Equity. https://centerfortheequity.cornell.edu/ Wrote a book about Medicaid. BOD Chair of Cornell Prison Education Program.	Poverty, racial inequality, and public policy	Fred Van Sickle	Fred reached out to Jamila on July 28 and received an out of office reply since she is out on sabbatical.	Fred will reach out to Jamila in August when she returns from her sabbatical and ask to connect in early fall.
C	Miguel	Gomez	Professor of Food Marketing at the Dyson School. Faculty Director of the Food Industry Management Program. Has consulted for the UN Food & Agriculture Organization. Specializes in supply chain & distribution channels. Led research project on optimizing gleaning operations https://www.sciencedirect.com/science/article/pii/S0306919216301026?via%3Dihub	Agriculture, supply chain, economics, research, higher ed	Natasha Thompson	Natasha sent an email to Miguel on 4/29/21 asking if he might be interested in exploring Food Bank BOD service. He replied that he would be interested so Natasha sent him the BOD prospect materials on 5/3/21 for his review. Miguel replied on 5/26/21 saying that this upcoming year was not a good time for him both personally and professionally and asked that we follow up with him again in a year or two.	Follow up in the spring of 2022/2023? 5/26/2021 Dear Natasha, My apologies for not communicating earlier, but the end of the semester has been busy. My elderly parents and my in-laws are having several health problems, all at the same time. I think I will be traveling to Colombia (my parents live there) in the next few months quite frequently, and also to Florida (where my mother in law lives). Therefore, I will be unable to commit this year. Would it be possible to consider my nomination in the future, perhaps in a year or two? Thank you for considering me for this service opportunity, but I am unable to commit at the moment. Best regards, Miguel
C	Peggy	Odom-Reed	Senior Lecturer in marketing and management communication at the Hotel School. One of the founding faculty fellows for the Cornell Institute for Healthy Futures. https://ihf.cornell.edu/ Serves on SC Johnson College of Business' Leadership Council on Combating Racism and Promoting Diversity, Inclusion, Equity, and Belonging. Member of Alpha Kappa Alpha sorority that made a donation to the Food Bank in August 2020. https://www.foodbankst.org/30-days-of-giving/?fbclid=IwAR0GHmmhYvgDyCuvXHxPJ3gltiv61TTmjssy2kOaG14JnREVn8PMFlopKtg	Marketing & Communications, DEI, Leadership, Higher Ed	Joe Thomas		Follow up in the fall of 2021/2022? 11/20/2020 Hello, Joe and Natasha, Thank you, Joe, for thinking of me and suggesting me as a prospective board candidate. I appreciate both Natasha and your time in talking with me about the Food Bank and sharing your personal experiences. Although I appreciate and support the valuable service that the Food Bank offers to the community, I must extend my regret in not being able to proceed with the BOD membership. Given my current commitments and an emerging personal situation, the timing does not work well for me right now. I appreciate your understanding and wish you continued success in this important work. Best, Peggy
C	Wendy	Amin	Teacher at Corning/PP	Education, Youth	Alison Wolfe/Meghan Parsons		

C	Beth	Dann	Retired Director of Corporate Communications for Corning Inc	Marketing, Communications	Alison Wolfe			
D	Nycole	Parks	RN and Community Health Coordinator at Arnot Health. Elmira's HOPE Alliance steering committee member. Former Elmira City Councilperson. Community advocate. Formerly involved with our Picnics in the Park Summer Food Program	Healthcare, community organizing, racial equity	Jen Bertron/Randi Quackenbush	Jen Bertron sent Nycole an email asking if she might be interested in learning more about the Food Bank BOD. She did not hear back.	Do we know anyone else who knows Nycole personally?	
D	Jim	Flaws	Retired CFO of Corning Inc. Longtime supporter of the Food Bank & current Major Donor. Committed to the mission. Invested in the community.	Finance, strategy, corporate engagement, community BOD experience	Meghan Parsons			
D	Keith	Norvel			Alison Wolfe			
D	Payel	Patel	Attorney with Corning Inc	Law	Alison Wolfe			
D	Charmain	Cattan	CFO for Elmira, involved with Faith to Face Ministries	Finance	Alison Wolfe			
D	Donza	Priestly	PA for Guthrie	Healthcare	Alison Wolfe			
D	Lorri	Thornton	Pastor at Friendship Baptist Church in Corning. Used to work for Repsol & helped organize their corporate volunteer groups at the Food Bank. Accepted a VIVA award on behalf of the company in 2019.	Corporate partnerships, faith based partnership, connection to the black community in Corning.	Natasha Thompson		Natasha will find out if we know someone who has a strong connection with Lorri and if not, she will cold call her.	

Food Bank of the Southern Tier

BOD & Committee Member Volunteer Day Event Planning

(Includes notes from discussions with Exec Com, Nom Com and Staff in February 2020)

WHEN: Saturday, May 16 **2021 Event: Saturday, September 25 8:30-12:00**

Q: Agenda & Timing

8:30 – 9 am Welcome and Coffee (Bell's)
9:00 – 10:00 Repack Activity
10:00 – 10:15 NRT/Joe/Grace address group
10:15-11:15 Repack Activity
11:15-12:00 Lunch? (Erin Town Tavern?)

Q: Refreshments/Meal

Coffee & snacks
Light lunch?

Q: Formal Presentation/Program?

WHO: Current BOD Members
Past BOD Members (those who completed at least one full term)
Current Committee Members
Food Bank Department Directors?

Q: Family members?

~~Probably not~~ Yes!

- People may be more likely to attend with kids & SOs
- Expand the circle of supporters
- Get to know people on a personal level

WHY: To build relationships among BOD & Committee members outside of meetings
To connect BOD & Committee members to our mission in a different way
To keep former BOD members engaged
Donor stewardship opportunity

Q: Other goals?

OTHER IDEAS:

Annual event? – NRT will talk with N&CG
Idea – Teams with colored bandanas
Challenge committee chairs to get highest % of participation among members for a prize!
Use nametags banners to identify which committees people sit on, current BOD member or past BOD
Provide BOD & Committee members with access to online portal to purchase Food Bank shirts

SAVE THE DATE



Food Bank Board & Committee Members'

VOLUNTEER DAY

Saturday, September 25

8:30 am - 12:00 noon

Mark your calendar today!

Join Food Bank Board & Committee Members for a morning of volunteering, team-building, fellowship, and friendly competition in service of our mission to build and sustain hunger-free communities across the Southern Tier.



MORE INFO TO FOLLOW...

XX – Principle already implemented to some extent

XX = Possible implementation

Notes from Feeding America Annual Conference – Local Board breakout session (April 27, 2021)

“12 Key Principles that Characterize High Performing Boards”

1. Susan Meier (consultant) drove discussion based upon the book “The Source: Twelve Principles of Governance That Power Exceptional Boards”
2. Boards should ask themselves “Where will we be on January 1, 2022?” Should consider greater creativity, innovation...
3. The 12 Principles of Governance That Power Exceptional Boards:
 - a. Constructive Partnership
 - i. Strong collaboration and trust between board and CEO required
 - b. Mission Driven
 - i. Mission moment – start every meeting with this; why does the mission matter; take 1-3 minutes to discuss one example at the board meeting; need to integrate mission with values, fundraising, ops, decision making, etc.
 - c. Strategic Thinking - not just once a year but at every board meeting; example would be to discuss options, future, etc.
 - d. Culture of Inquiry
 - i. Draw upon multiple sources of information and perspectives; ensure all voices are heard; practice constructive discontent
 - e. Independent Mindedness
 - i. Rigor – with conflict of interest practices and procedures
 - ii. Avoid undue influence based on loyalty, seniority, position, reputation
 - iii. What’s in the best interests of the FBST – always
 - f. Ethos of Transparency
 - i. Tax return – file IRS Form 990 and put on website for total transparency
 - ii. Donors – acknowledge all donors (or maintain confidentiality of anonymous donors when requested)
 - iii. Whistleblower policy – need to ensure available to all employees
 - g. Compliance with Integrity
 - i. Code of ethics – review audits and exec comp; ensure auditing firm or at least lead partner is changed every 5 years; CEO salary comparisons are documented and shared with full board
 - h. Sustaining Resources
 - i. Not just budgeting; resource generation and strategic allocation; determine priorities; manage strategic growth and make sure it’s sustainable (e.g., post-pandemic, how do we continue fundraising)
 - i. Results-Oriented
 - i. Program evaluation and benchmarking – conduct regularly and ensure it’s robust (e.g., pounds of food, clients served, locations reached, donations, etc.)

XX – Principle already implemented to some extent

XX = Possible implementation

j. Intentional Board Practices

- i. Size – average size of board is 15 members but may not be best practice
- ii. Committees and task force – advance work of the board, leaner is better
- iii. Meetings optimized – use agenda; spend time on most important issues; list questions to drive discussions; send materials in advance
- iv. Bonding during COVID – informal chat 30 minutes before formal meeting (e.g., everyone Zooms in with their dinners or glass of wine); need informal level of community to remain connected
- v. Have one principle at each board meeting to discuss and do deeper dive
- vi. Board meeting length – recommended 90 minutes, convene more frequently for less time

k. Continuous Learning

- i. Orientation for new members – needs to be comprehensive; use mentor program
- ii. Beyond the boardroom – read articles related to FB; talk to others in the industry
- iii. Board self-assessment – tool that reflects board performance; conduct at least every third year, use consultant to interpret results
- iv. Board member renewals – should be assessed before term renewal (not automatic); create process; creates opportunity for board members to ask “What more can I do” and can call individuals out about service

l. Revitalization

- i. Term limits – necessary for fresh thinking, diversity and new “circles of influence;” but can allow re-election after member has been off board for a year; prior board members can be part of “council of advisors;” important to keep former board members engaged as they already have passion and are FB’s biggest supporters
- ii. DEI – need to think if we are inclusive, do we make a public statement with our diversity, equality and inclusion efforts?
- iii. Strategic recruitment – ideal board 5 years from now may be different in 10 years; need different skill sets; what is the work of the board in next 2-6 years? What resources/thinking do we need?

FOOD BANK OF THE SOUTHERN TIER

Board of Directors

Operating Policies & Procedures Master List

Policy	BOD Oversight Committee	Last Reviewed	Last Updated
Identifying and Selecting Candidates for Board Membership	Nominating & Corporate Governance	October 2020	June 2018
Board Orientation & Education Program	Nominating & Corporate Governance	October 2020	July 2018
Removal/Dismissal of a Director from the Board of Directors	Nominating & Corporate Governance	October 2020	June 2018
Board Mentoring Process	Nominating & Corporate Governance	October 2020	September 2020
Investment Policy	Finance	???	April 2012
Gift Acceptance Policy	Development	???	July 2019

Questions:

- Should the Conflict of Interest Policy & Whistleblower Policy be included in this list?
- Should the Net Asset Designation & Use Policy be included as well?
- Should we create an Exit Interview Process?

FOOD BANK OF THE SOUTHERN TIER
Nominating & Corporate Governance Review Committee
Critical Task List Tracking Calendar

Task	Jan	Feb	April	Jun	Aug	Oct	Dec	As Needed	NOTES
A. General Governance and Board Policies:									
Review and consult Executive Committee on revision of BOD Operating Policies & Procedures.		Report		Begin	Prepare		Complete		Why consult the Exec Com? Also, maybe change to biennial (every 2 years) instead of annual?
Review and consult BOD Committees on revision of Committee Descriptions.		Report		Begin	Prepare		Complete		Why not just combine these two into one?
Review and consult BOD and Committees on revision of tracking calendars.		Report			Begin	Prepare	Complete		
Conduct biennial BOD Evaluation and Director-Self Evaluation Assessment	Distribute	Review/ Report			Begin		Complete		
Ensure annual execution of BOD & Committee Members' agreements	X	Distribute							
Update & distribute BOD Manual		Distribute	Begin		Complete				We no longer have a BOD Manual. Everything is on the BOD Portal. Should this be changed to review and update BOD administrative section of BOD Portal?
Biennial review of bylaws and propose amendments								x	
Conduct Exit Interviews with departing BOD Members							x	x	
Review/revise BOD & Committee Members' agreements						Begin	Complete		
Review BOD Diversity Assessment						X			I think this should be driven by Nom Com, not Exec Com
B. Orientation & Education:									

Review/revise Operating Policies & Procedures for BOD Member orientation & education.					Begin	Complete				We don't need to call this out specifically since the BOD Orientation & Education is a standard BOD policy and would be included in Section A. We can delete this.
Assess BOD orientation & education programs.	Begin		Complete							
Provide for on-going board education through program presentations, board retreats, outside consultants, etc. [We have not been doing this]								x		Should the Nom Com assist with identifying BOD education opportunities for every BOD meeting in addition to planning BOD Strategy Session?
Conduct new board member orientation & education sessions. Provide board member manuals.	X									What is the Nom Com responsible for? Should the Nom Com be responsible for conducting the orientation or just making sure it happens?
C. Board Member Recruitment:										If we wanted to be accurate, we would make this Section B and Orientation Section C since Recruitment happens before Orientation
Board Member Recruitment (identifying new candidate pool). Review of board candidate pool in relation to needs and current Board & Committee Member summary profiles, and to nominations process.								X		Should this be more proactive e.g. identify & approach potential BOD candidates?
Assess board & committee member profiles as they relate to current and future needs of Board & Committees.								X		
Review/revise the <u>N&CG Identifying, Recruiting and Selecting Candidates Operating Policies & Procedures.</u>								X		Again, we can remove this since this policy should be included in Section A

Review/revise recruitment tools and materials including Board Member Prospect Sheet, Board & Committee Members Summary Profile Sheet, etc.								X	
D. Annual Elections:									
Presentation of slate of nominees for Board membership and officers. Assign mentor for each new Board member.					Begin			X	I think assigning a mentor should be included in Section B with Orientation & Education
Presentation of list of representatives and committee appointees.						Begin		X	
Election of Directors and Officers and appointment of representative and committees.		x							
E. Miscellaneous Items:									
Review/revise FBST Code of Ethics								x	
Revised: November 2020									