

**FOOD BANK OF THE SOUTHERN TIER**  
Nominating & Corporate Governance Committee Meeting  
December 4, 2019  
8:30-9:30 AM

**AGENDA**

<b>TOPIC</b>	<b>FACILITATOR</b>	<b>ACTION</b>	<b>TIME</b>
1. Welcome & Call to Order	Grace Park		2
2. Opening Prayer	Natasha Thompson		2
3. Approval of October 16, 2019 Mtg. Minutes	Grace Park	Approve	1
4. Check-in	Grace Park		10
5. 2020 BOD Slate & Committee Appointments	Natasha Thompson	Review & Approve	10
6. BOD Assessment Process	Grace Park	Discuss	15
7. BOD Member Application	Natasha Thompson	Discuss	15
8. Policy Governance Article	Natasha Thompson	Discuss	5
9. Other Business	Grace Park	Discuss	5
• 2020 Meeting Dates			

**Next Meeting**

February ??, 2020

8:30-9:30 AM

Opening Prayer: ??

*If you plan to join the meeting remotely, please inform Lynn Dates*

# Food Bank of the Southern Tier

Nominating & Corporate Governance Committee Meeting Minutes

October 16, 2019

8:30 – 9:30 AM

Committee Member	X	Unable to Attend
Grace Park (Chair)	X	
Bill Powell	X	
Maureen Ferrell	X	
Mary Pat Dolan	X	
<b>Ex-Officio</b>		
Natasha Thompson	X	
<b>Guests</b>		
Alison Wolfe – Board member	X	
Lynn Dates	X	

**1. Welcome & Call to Order**

Grace Park called the meeting to order at 8:30 a.m.

**2. Opening Prayer**

Maureen Ferrell read a poem in lieu of a prayer.

**3. Approval of July 29, 2019 Meeting Minutes**

*Maureen Ferrell made a motion to approve the July 29, 2019 minutes.*

*Bill Powell seconded. All were in favor. None opposed.*

**4. Check-in**

All present gave an update on their personal/professional lives.

**5. BOD Recruitment:**

Natasha met with Marty Heysham, Store Manager, Wegmans Elmira, to talk about serving on the FBST Board noting that he brings extensive experience in human resources and grocery store management.

The Committee reviewed the slate of nominees, which includes Erin Summerlee and Marty Heysham, and discussed the question: What is the common reason people give for not joining board? Answers included: time (most common response), financial responsibility, and geographic distance.

**a. Committee Member Follow-up:**

- i. Jim Shuppert – is not ready to commit to board service.
- ii. Paul Holland – seemed agreeable to serving on the committee, but there continues to be some hesitation. Paul and his wife are active volunteers.

Dave Radin remains interested in rejoining the board and brings a lot of experience and history with him. The Committee decided to communicate their delight in his continued interest; however, there might not be an open slot when new members join. The Committee values his continued involvement with the Development Committee.

The Committee discussed the Board Source materials that Natasha circulated to Committee members and reinforced the idea of term-limits. The Committee also discussed strategic appointments for the board and considered the following: What does each person bring to the board? Is there anyone from Guthrie? Watkins Glen International? Schuyler County? The Committee periodically reviews a matrix to identify gaps in

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expertise and the board make-up should address diversity in every way. The slate of nominees will be approved at the December board meeting.

## 6. BOD Assessment

The platform provided by Corning Incorporated used for BOD assessment is no longer available. Hank Jonas offered to help the FBST use Survey Monkey, and then aggregate the information. The group reviewed the board assessment questions and discussed a recommendation to ask only three questions during personal meetings. They asked whether questions should be pushed into themes and decided to get Hank Jonas' input on how to pose the questions to get useful data.

Natasha reported that Alison Wolfe provided three books regarding- board governance, and Feeding America provides a connection to the Web-based resource Board Source. The group agrees that self-assessment and performance matrices are important, reviewed "18 questions to ask your board about culture," and concluded that they should continue to nurture a culture of inquiry. The Committee would like to address meeting attendance in the board assessment questionnaire.

The Committee agreed to review the list of assessment questions that Grace shared from the Community Foundation. Maureen offered to review questions for redundancy and provide a recommendation for the new board assessment questionnaire. She asked that suggestions and edits be returned to her within two weeks. A suggestion was made to provide short, themed assessments two or three times a year.

## 7. BOD Development

The Care and Feeding of Your Board, a handout, was shared with the group and may offer questions to incorporate into the assessment.

## 8. Follow-up Items

Grace provided a COI policy update. The Diocese of Rochester (DOR) has developed a COI questionnaire which includes questions that are not required under the New York Not for Profit Corporation Law. Concern was voiced that this questionnaire was launched to the FBST BOD without the opportunity to inform them prior. Natasha offered to gather more information about this practice at the next DOR board meeting.

## 9. Other Business

There was no other business.

The meeting adjourned at 9:32 a.m.

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

Follow-up Items	Responsible	Date due
Inquire about DOR assessment questionnaire	Natasha	October 16
Send assessment suggestions and edits to Maureen	All	October 30
Send draft questions to Natasha and Grace	Maureen	First week of Nov.
Address new assessment with the Board prior to launch.	Grace	Future BOD Mtg.

**FOOD BANK OF THE SOUTHERN TIER**  
**Board of Directors**

**PROPOSED 2020 ELECTION SLATE OF DIRECTORS & OFFICERS**

RE-ELECTION OF DIRECTOR FOR 3<sup>rd</sup> TERM TO EXPIRE 02/2023

Grace Kelly

RE-ELECTION OF DIRECTORS FOR 2<sup>nd</sup> TERM TO EXPIRE 02/2023

Alison Wolfe?

ELECTION OF DIRECTORS FOR 1<sup>st</sup> TERM TO EXPIRE 02/2023

Erin Summerlee  
Marty Heysham

ELECTION OF OFFICERS FOR ANNUAL TERMS TO EXPIRE 02/2020

CHAIRPERSON: Joe Thomas

VICE CHAIRPERSON: Mary Pat Dolan

TREASURER: Steve Hoyt

SECRETARY: Jessica Renner

ELECTION OF DOR BOD REP. FOR ANNUAL TERM TO EXPIRE 02/2021

Carin Rouleau

Created: 7/24/19  
Update: 10/11/19

**FOOD BANK OF THE SOUTHERN TIER**  
**Board of Directors**

**2020 APPOINTMENTS**  
**COMMITTEE MEMBERS & DOR REPRESENTATIVE**

**Board of Directors**

1. Joe Thomas, Chairperson
2. Mary Pat Dolan, Vice Chairperson
3. Steve Hoyt, Treasurer
4. Jessica Renner, Secretary
5. Carin Rouleau
6. Peter Newman
7. Grace Park
8. Michael Eisner
9. John Bayne
10. Alison Wolfe
11. Jessica Renner
12. Shannon Matteson
13. Karl Krebs
14. Lorna Swaine-Abdallah
15. Anis Fadul
16. Erin Summerlee
17. Marty Heysham

**Representative of FBST Board of Directors to Diocesan Catholic Charities Board of Directors:**

1. Carin Rouleau

**Executive Committee:**

1. Joe Thomas, Board Chairperson & Committee Chairperson ex officio
2. Mary Pat Dolan, Board Vice Chairperson & Committee Member ex officio
3. Steve Hoyt, Board Treasurer & Committee Member ex officio
4. Jessica Renner, Board Secretary & Committee Member ex officio
5. Natasha Thompson, President/CEO & Committee Member ex officio\*
6. Laura Opelt, Associate Diocesan Director & Committee Member ex officio

**Finance & Audit Committee:**

1. Steve Hoyt, Board Treasurer & Committee Chairperson ex officio
2. Shannon Matteson, Board Member & Committee Vice Chair
3. Karl Krebs, Board Member
4. Michael Eisner, Board Member
5. Dick Pirozzolo, Committee Member
6. Krista Niles-Updyke, Committee Member
7. Patty McLellan, Committee Member
8. Meghan Rose, Committee Member
9. Mark Hillegas, Committee Member
10. Linda Bruckner, Committee Member
11. Nancy Miller, Committee Member
12. Joe Thomas, Board Chairperson & Committee Chairperson ex officio
13. Natasha Thompson, President/CEO & Committee Member ex officio\*
14. Karen Owen, Catholic Charities Finance Department & Committee Member ex officio\*
15. Tim Currie, Chief Operating Officer & Committee Member ex officio \*

**Nominating & Corporate Governance (N&CG) Committee:**

1. Grace Park, Board Member and Committee Chairperson
2. Mary Pat Dolan, Board Member & Committee Vice Chair
3. Alison Wolfe, Board Member
4. Marty Heysham, Board Member
5. Maureen Ferrell, Committee Member
6. Bill Powell, Committee Member
7. Joe Thomas, Board Chairperson & Committee Chairperson ex officio
8. Natasha Thompson, President/CEO & Committee Member ex officio\*

**Development Committee:**

1. John Bayne, Board Member & Committee Chairperson
2. Jessica Renner, Board Member & Committee Vice Chair
3. Peter Newman, Board Member
4. Joe Thomas, Board Member
5. Alison Wolfe, Board Member
6. Anis Fadul, Board Member
7. Dave Radin, Committee Member
8. Brigid Allinger, Committee Member
9. John Alexander, Committee Member
10. Rebecca Sexton, Committee Member
11. Julie Monahan, Committee Member
12. Joe Thomas, Board Chairperson & Committee Chairperson ex officio
13. Natasha Thompson, President/CEO & Committee Member ex officio\*
14. Meghan Parsons, VP of Development & Community Engagement Member ex officio\*

**Advocacy Committee (Ad-hoc):**

1. Erin Summerlee, Board Member & Committee Chairperson
2. Lorna Swaine-Abdallah, Board Member
3. Mark Bordeau, Committee Member
4. Catherine Rogers, Committee Member
5. Wendy Pursel, Community Member
6. Nancy Eckstrom, Committee Member
7. Steve Fowler, Committee Member
8. Maggie Coffey, Committee Member
9. Dave Radin, Committee Member
10. Jessica Gosa, Committee Member
11. Joe Thomas, Board Chairperson & Committee Chairperson ex officio
12. Natasha Thompson, President/CEO & Committee Member ex officio\*
13. Randi Quackenbush, Director of Community Impact & Committee Member ex officio\*

**NOTES:** \_ \* denotes non-voting members

# FOOD BANK OF THE SOUTHERN TIER BOARD ASSESSMENT

- O - Outstanding
- V - Very Good
- S - Satisfactory
- N - Needs Improvement
- P – Poor
- I – Insufficient Information

## OVERALL BOARD PERFORMANCE AND STRUCTURE

1. \_\_\_\_\_ ~~The Board~~ understands the strategic vision for the ~~organization~~[PG1].
2. \_\_\_\_\_ The Board has an adequate amount of Director diversity (race, ethnicity, gender, age, skills and disciplines, community constituencies)
3. \_\_\_\_\_ ~~The Board has~~ I am provided sufficient ~~working knowledge of~~ information and updates regarding ~~its the Board's own~~ policies, procedures and by-laws.
4. \_\_\_\_\_ The Board's decision making process is consistent and organized.
5. \_\_\_\_\_ Decisions are made at the appropriate level (Board vs. President/CEO and/or Staff levels)
6. \_\_\_\_\_ The process for evaluating the President/CEO is transparent and fair.

### COMMENTS:

## BOARD MEETINGS

7. \_\_\_\_\_ The Board receives regular reports from each of the committees.
8. \_\_\_\_\_ Meeting materials are available at least five (5) days in advance of Board meetings.
9. \_\_\_\_\_ Meeting materials are available on the secure FBST Web portal and via an e-mailed word document.
10. \_\_\_\_\_ All Directors have an opportunity to speak at meetings.
11. \_\_\_\_\_ Directors are encouraged to offer opinions based on their personal/professional expertise and experience in order to facilitate discussion and decision making at Board meetings.

### COMMENTS:

## BOARD MEMBER CONDUCT

12. \_\_\_\_\_ The Board has criteria against which it evaluates and monitors its performance.
13. \_\_\_\_\_ There is open and honest communication among Directors.
14. \_\_\_\_\_ There is open and honest communication between the Board and the President/CEO and Staff.

### COMMENTS:

## **BOARD EDUCATION**

15. \_\_\_\_\_ The Board is given timely continuing education to broaden its information base in order to develop policy.
- 16 \_\_\_\_\_ Directors are given ample opportunity to participate in FBST events and activities.
17. \_\_\_\_\_ Directors routinely receive updated information that is pertinent to effective Board operations.

## **COMMENTS:**

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1. What are the greatest strengths of this Board?
  
2. What could this Board do differently to increase its effectiveness and value to the Food Bank?
  
3. What should be the key strategic focus of this board over the next five years?

***THANK YOU!***





**Food Bank of the Southern Tier Prospective Board Member Information**

Date \_\_\_\_\_

Name \_\_\_\_\_  
First MI Last

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Employer Name** \_\_\_\_\_

Your title \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Type of business or organization \_\_\_\_\_

Primary service(s) and area/population served \_\_\_\_\_

Preferred method of contact ( ) Work ( ) Residence

**Education/Training/Certificates**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please list boards and committees that you serve on, or have served on in the past:**  
(Business, civic, community, fraternal, political, professional, recreational, religious, and social).

Organization	Role/Title	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____

**How did you learn about the Food Bank of the Southern Tier?**

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**How would the Food Bank benefit from your involvement on the Board?**

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**Skills, experience and interests (Please mark with an "x" all that apply)**

- |  |   |
|--|---|
| <input type="checkbox"/> Finance/Accounting              | <input type="checkbox"/> Education/Instruction        |
| <input type="checkbox"/> Personnel/Human Resources       | <input type="checkbox"/> Special Events               |
| <input type="checkbox"/> Administration/Management       | <input type="checkbox"/> Grant Writing                |
| <input type="checkbox"/> Nonprofit Experience            | <input type="checkbox"/> Fundraising                  |
| <input type="checkbox"/> Community Service               | <input type="checkbox"/> Outreach/Advocacy            |
| <input type="checkbox"/> Policy Development              | <input type="checkbox"/> Legal                        |
| <input type="checkbox"/> Program Evaluation              | <input type="checkbox"/> Government/Municipal Service |
| <input type="checkbox"/> Public Relations/Communications | <input type="checkbox"/> Other _____                  |

**Why are you interested in joining the Food Bank's Board of Directors?**

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**Please tell us anything else you would like to share:**

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**Do you have any questions about the Food Bank of the Southern Tier or Board membership?**

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**If available, please attach your resume or a brief biographical statement and return this form by mail, e-mail or in person at the Food Bank address noted on Page 1.**

**Thank you very much for your interest in the Food Bank of the Southern Tier!**

**The Community Foundation of Tompkins County, Inc.**  
**Questions for Potential Board Members**  
**2020 – 2022**

The Nominations and Governance Committee of the Community Foundation of Tompkins County seeks to learn more about your interest in potentially serving as a Board Member. Potential Board Members are asked to review the position description for service (attached) to better understand their potential commitment to a three year term on the Board of Directors.

Potential Board Members are also asked to respond to the following questions which will be shared with the Community Foundation Board of Directors.

1. **Full Name:**  
**Phone:**  
**Email:**  
**Address:**
  
2. **Occupation (current and/or past):**
  
3. **Volunteer activities / board service (current and/or past):**
  
4. **What about the Community Foundation motivates you to consider serving on its Board of Directors?**
  
5. **What would you hope to gain or learn from your participation on the Community Foundation Board?**
  
6. **In what areas of board service do you see – or would you like to see – yourself making a meaningful contribution?**
  
7. **What experience, skills, abilities, and/or talents do you bring to the Community Foundation and its Board of Directors?**

# Basic Principles of Policy Governance

*condensed from John Carver, Carver Guide Series on Effective Board Governance*

**Policy Governance** is a fundamental redesign of the role of a board, emphasizing values, vision and the empowerment of both board and staff. It is built on ten principles:

## **The Trust in Trusteeship**

Simply put, a board governs on behalf of persons who aren't seated at the table.

The primary relationship the board must establish, maintain, clarify, and protect is its relationship with its owners keeping in contact with them, and hearing their voices.

## **The Board Speaks with One Voice or Not at All**

A board is a corporate entity entrusted by its owners with the authority to govern and lead the organization. If the board is to lead, then on each given issue, it must speak with a single voice. The strength of this voice arises from the diversity of viewpoints and intentions its members bring to the board, as well as from the way the board focuses this multiplicity into unity. This one-voice principle doesn't require or imply unanimity. On the contrary, the board must embrace all the diversity it can on behalf of the ownership. Differences among trustees are not only respected, but encouraged. Rarely will a vote be unanimous. Those board members who lose a vote, however, must accept that the board has spoken and that its decision is now to be implemented. The board should not present conflicting messages to its ownership or its staff.

## **Board Decisions Are Predominantly Policy Decisions**

Policy is defined as the value or perspective that underlies action. Board policies express the board's soul, embody the board's beliefs, commitments, values, and visions, and express its wisdom.

The board decides what to have policies about, and to what level of detail it will develop them. Its policies fit into four categories:

**ENDS** — The board defines which human needs are to be met, for whom, and at what cost. Written with a long-term perspective, these mission-related policies embody the board's vision, and the organization's reason for being.

**EXECUTIVE LIMITATIONS** —The board establishes the boundaries of acceptability within which staff methods and activities can responsibly be left to staff. These policies limit the means by which Ends shall be achieved.

**BOARD-STAFF LINKAGE** —The board clarifies the manner in which it delegates authority and how it evaluates performance relative to ends and limitations.

**GOVERNANCE PROCESS** —The board determines its philosophy, its accountability, and the specifics of its own job.

Except for what belongs in bylaws, these categories of board policy contain everything the board has to say about values and perspectives that underlie all organizational decisions, activities, practices, budgets, and goals.

## **The Board Formulates Policy by Determining the Broadest Values Before Progressing to More Narrow Ones**

Values come in sizes; large values contain ranges within which smaller ones occur, like a nested set. A board

establishes control over large issues with broad policies, and subsequently decides how much further to detail them. Then it delegates further definition to someone else, fully empowering them to do so, and accepting any reasonable interpretation of its policies.

### **The Board Defines and Delegates, Rather than Reacting and Ratifying**

Boards are accustomed to approving plans brought to them by staff. This obstructs staff creativity and agility and weighs down the board with detail. Having board policies in place ahead of time allows board and staff alike to know whether a staff plan is approvable, since all the criteria by which approval is given are clear for everyone to see.

The board does need to be assured that staff plans are within the limits of the board policies — and that reassurance is achieved by policy-focused monitoring though periodic reporting by the staff.

### **Ends Determination is the Pivotal Duty of Governance**

The justification for any body lies in what difference it can make. The board will become more of a think tank for vision than a reviewer of staff decisions and activities. It will focus on outcomes; focus on the reasons for which the organization exists.

An issue is an Ends issue if—and only if—it directly describes what good, for whom, or at what cost. Ends language is never about what the organization will be doing; it is always about what will be different for those it serves. Distinguishing ends from means will enable the board to free itself from trivia, to delegate clearly and powerfully, and to turn its attention to large issues.

### **The Board Controls Staff Means by Limiting, Rather than Prescribing**

The organization's conduct, activities, methods, and practices are its "means" rather than its ends. Board means relate to how the board will organize, structure, and conduct itself in order to accomplish its job. Staff means are the various arrangements and actions needed to accomplish the ends or to safeguard the operations that produce them.

The board's role is one of boundary-setting—specifying in writing which staff means would be unacceptable, not approvable, or off limits. By establishing clear boundaries, the board provides an environment which facilitates staff creativity and encourages action. This key method of means constraint enables a board to govern with fewer pages of pronouncements, less dabbling in details of implementation, and greater accountability.

### **The Board Explicitly Designs Its Own Products and Process**

The board states what it expects of itself, its code of conduct, the way it will plan and control its agenda, and the nature of its linkage with the ownership.

The board commits itself to use internal committees only when they are necessary to help the board get its own job done. At present the Board committees consist of: Audit Committee, Trustee Committee, Policy Governance Committee, and Society Relations Committee.

### **The Board Forges a Linkage with Management That is Empowering and Safe**

Board and Administration constitute a leadership team. Clear differentiation in their roles and responsibilities enable them to fulfill and excel in them, mutually support each other, and influence each other toward ever greater integrity and capability for leadership.

The board has the right to expect performance, honesty, and straightforwardness from its staff. Boards may be understanding about performance, but should never bend an inch on integrity. In turn, the staff expects the board to be clear about the rules and then play by them, to fulfill its own job, and to speak with one voice.

### **Performance is Monitored Rigorously, but Only Against Policy Criteria**

In Policy Governance, monitoring is conducted only against criteria currently stated in ends and limitations policies. When a board adopts the discipline of monitoring only what it has already addressed in policy, it becomes driven to develop all the policies needed. The board will require information that directly addresses existing criteria, and receive relevant monitoring data without having to digest enormous amounts of unnecessary information.

**FOOD BANK OF THE SOUTHERN TIER  
2019 BOD ASSESSMENT PROCESS  
TIMELINE**

- 1) Grace Park will share a hard copy of the Assessment with the full BOD on December 19, 2019 and inform them about the timeline.
- 2) Lynn Dates will send all BOD members an email link to the survey on January 6, 2020.
- 3) BOD members will have until January 17, 2020 complete the survey.
- 4) Lynn Dates & Natasha Thompson will compile the survey results into a preliminary report.
- 5) The Nominating & Corporate Governance Committee will review the results of the survey at their meeting on ?????? and determine the following:
  - a. What information will be included in the final report to the BOD;
  - b. Which items the committee should focus on for the next two years.
- 6) Grace Park and Natasha Thompson will prepare a final report to review with the BOD on February 20, 2020.

## FOOD BANK OF THE SOUTHERN TIER

### Board of Directors 2020 Meeting Schedule

<i>COMMITTEE</i>	<i>MEETING DATE</i>	<i>MEETING TIME</i>	<i>PRAYER</i>
<b>General Board</b> (3 <sup>rd</sup> Thursday)	February 20	4:00 p.m. – 6:00 p.m.	Peter Newman
	May 21	4:00 p.m. – 6:00 p.m.	Carin Rouleau
	June 18	4:00 p.m. – 6:00 p.m.	John Bayne
	September 17	4:00 p.m. - 6:00 p.m.	Alison Wolfe
	December 17	4:00 p.m. – 6:00 p.m.	Jessica Renner
<b>Executive Committee</b> (2 <sup>nd</sup> Tuesday)	January 14	9:00 a.m. – 11:00 a.m.	Mary Pat Dolan
	February 11	9:00 a.m. – 11:00 a.m.	Joe Thomas
	March 10	9:00 a.m. – 11:00 a.m.	Jessica Renner
	April 14	8:00 a.m. – 10:00 a.m.	Natasha Thompson
	May 12	8:00 a.m. – 10:00 a.m.	Steve Hoyt
	June 9	8:00 a.m. – 10:00 a.m.	Mary Pat Dolan
	July 14	8:00 a.m. – 10:00 a.m.	Laura Opelt
	August 11	8:00 a.m. – 10:00 a.m.	Joe Thomas
	September 8	8:00 a.m. – 10:00 a.m.	Jessica Renner
	October 13	8:00 a.m. – 10:00 a.m.	Steve Hoyt
	November 10	8:00 a.m. – 10:00 a.m.	Mary Pat Dolan
	December 8	9:00 a.m. – 11:00 a.m.	Laura Opelt
<b>Finance Committee</b> (1 <sup>st</sup> Tuesday)	February 4	4:30 p.m. – 6:00 p.m.	Dick Pirozzolo
	May 5	4:00 p.m. – 6:00 p.m.	Karl Krebs
	September 1	4:30 p.m. – 6:00 p.m.	Linda Bruckner
	November 4	4:00 p.m. – 6:00 p.m.	Michael Eisner
	December 1	4:30 p.m. – 6:00 p.m.	Shannon Matteson
<b>Nominating &amp; Corporate Governance Committee</b>	January 9	8:30 a.m. – 9:30 a.m.	Maureen Ferrell
	April 2	8:30 a.m. – 9:30 a.m.	Bill Powell
	May 7	8:30 a.m. – 9:30 a.m.	Natasha Thompson
	August 6	8:30 a.m. – 9:30 a.m.	Marty Heysham
	October 1	8:30 a.m. – 9:30 a.m.	Grace Park
	December 3	8:30 a.m. – 9:30 a.m.	Mary Pat Dolan
<b>Development Committee</b>	January 31	8:30a.m. – 10:00a.m.	Brigid Allinger
	May 1	8:30a.m. – 10:00a.m.	Julie Monahan
	July 17	8:30a.m. – 10:00a.m.	Rebecca Sexton
	October 30	8:30a.m. – 10:00a.m.	John Alexander
<b>Advocacy Committee</b>	February 3	2:00 p.m. - 4:00 p.m.	
	June 1	2:00 p.m. - 4:00 p.m.	
	August 3	2:00 p.m. - 4:00 p.m.	
	October 5	2:00 p.m. - 4:00 p.m.	