

# Board Meeting Notes

2017 Aug 30

**Attendance:** John Spencer, Matthew Shaver, Gary Higbee, Greg Rupprecht, Alex Randall

How are we using the board, and what should we do going forward

- We're working on becoming more transparent, but there are challenges
- Proposal of possibly having a 'town hall' style meeting between members and the employee nominee on the board (currently Gary)
  - This happened at the retreat, and was a good thing
- New employees need to have knowledge of the board, and know who their board representative is
  - Alex added this to the orientation sheet
- Possibly having an anonymous survey on the feeling of strategy
  - Job satisfaction overall, vs satisfaction with BrainGu is something that should be
  - Need to have better employee meetings between personnel and partners
    - One on one meetings
      - The overall feeling at the start of the company was these are annoying, but should we do a survey to see if that has changed as the company has grown?
- Phantom Stock Plan is being review and will be completed by next month

What the plan for the partners is

- Focusing more on strategy
  - John is trying to decouple himself from operations to focus more on strategy/management
  - Matt will hopefully be able to follow
  - Gil will be able to do the same in a year or two
- Overall Documentation of certain procedures and of day to day is important for finding a replacement

Resumes

- Working on a recent project it was evident that it would be helpful to have up to date resumes
- It would also assist in new projects
- And having someone who is the one you go to for questions on a subject