

Dryad Board Meeting - MINUTES

By Teleconference - Wednesday 26 Feb, 11am-12:30pm ET

Approved June 14, 2020

Present: MacCallum, Sutton, Nilsson, Mangiafico, Uhler, Strasser, Fox, Penfold, Waibel, Murphy, Lin, Bruna (leaving 12pm ET) / Staff: Teal, Scherle, Hull, Lowenberg, Horstmann joining 12pm ET)

Regrets: Hole

Meeting roles

Facilitator/timekeeper: Caroline

Notetaker: Elizabeth and then Fiona

Agenda:

Welcome and BOD leadership update (Caroline Sutton)

- Warm welcome to Tracy as ED
- Thanks to Johan for stepping up as interim Chair, members of the ED search committee
- BOD meetings are for the ED as well - giving Tracy the opportunity to restructure

Meeting format

- Please use raise hands feature if you'd like to speak - (type /hand in the chat) - facilitator (normally the Chair) will call on people in order
- Notetaker normally the Secretary, with assistance
- Facilitator is also the timekeeper

Approval of [prior minutes](#) (VOTE) - Dec 2019

- **MOTION** to approve minutes proposed by Murphy, seconded by Nilsson. Passed unanimously.

Membership, product, operations update (Elizabeth Hull and Daniella Lowenberg) (15 minutes)

(Daniella excused)

Board / ED introductions (Tracy)

Proposed set of updates for board meetings (Tracy)

Structure of reports for the BOD and communications between meetings.

Outside-of-meeting communications (Tracy)

BOD meetings are quarterly. Need to communicate more regularly.

Finalize committee membership (Caroline)

Face-to-face meeting in 2020

Parking lot / any other business

- Member meeting to be held in May (webinar)
 - By-laws require we have a member meeting in May, can be remote. Partly a business meeting, report on previous year, upcoming BOD elections. Topical discussions. Guest speakers.

There were general thanks to Elizabeth who will shortly be leaving

Caroline will take steps to convene both the finance and governance committees.

Dryad highlights

Adjourned at 12:50 pm