

2020-12-1 Minutes

Main Agenda	Formalize board member selection process
Date	12 Jan 2021
Time of Call to Order	7:35 PM
Attendees	@ Eddie Brown @ Alec Akin @ Josh Lintag
Quorum	TRUE
Motions	NONE
Items Held Over	
Next Meeting	TBD
Time of Adjournment	8:26 PM
Type	SPECIAL

Agenda

- Discuss/formalize process for board member selection
 - Criteria
 - Minimizing implicit bias
- Inventory of existing board members for publishing
 - What time commitments are expected?
 - Responsibilities overview
- Discover board membership needs

Discussion topics

Time	Item	Presenter	Notes
7:38 PM	Formalize board membership process		<ul style="list-style-type: none">• Determine a constraint around how to pick board members
7:46 PM	Org Hierarchy		<ul style="list-style-type: none">• Board - tiers within board but not applicable to us at the moment• Staff roles<ul style="list-style-type: none">• C Suite, determine by board• Other leadership positions• Contributors
7:52 PM	Processes		<ul style="list-style-type: none">• Structure how we want to execute these processes before a board<ul style="list-style-type: none">• Quarterly Financial Report• Hiring, for C suite and board positions• Significant modification to strategic direction• Significant risk related decisions• No one may make decisions for the organization without board authorization or delegated by a board
8:10 PM	Develop personal inventories		<ul style="list-style-type: none">• Knowledge areas, skills, practices, tasks• For gap analysis, to nurture our rubric

Action items

- ☐ Develop a rubric for candidate board members @ Josh Lintag @ Eddie Brown
- ☐ Share risk matrix @ Alec Akin
- ☐ Develop personal inventory @ Alec Akin @ Eddie Brown @ Josh Lintag
- ☐ Propose Josh Lintag as CIO @ Eddie Brown

Decisions

Signatures



Eddie Brown, Chairman



Josh Lintag, Secretary