



**Board Governance Committee Meeting  
December 11, 2019**

**In attendance:**

Betty Hum  
Ed Novak  
John Snider  
David Garcia  
Alex Laing

**Notes**

Meeting began at 1:00pm

**Summary of current membership**

12 current members  
15 maximum  
Ed Novak and Javier Cárdenas term out in June 2020  
Considering Ed Finn

**Recruiting Priorities**

Financial  
Political/lobbyist/advocacy  
Economic/Corporate Leader  
Legal (large firm) –  
Demographic and geographic diversity  
Artists

**Priorities in 2019-2020**

1. Create an onboarding, mentoring and engagement program for new Board members --- tabled and revisit
2. Formalizing the full cycle for HOS Evaluation
  - a. Quarterly/checklist – Carlos Contreras and Betty Hum to rework quarterly checklist
  - b. Dashboard – John Snider provided a copy of a quarterly dashboard/report card
3. Structure of the school leadership, school Board and ASA Foundation Board
  - a. Leah Fregulia will provide a proposal for consideration based upon similar charters/non-profits
  - b. Define positions
  - c. Leah Fregulia will separate her job description from HOS responsibilities and CEO responsibilities in light of capital campaign and building the foundation.
4. Develop a Succession Plan
5. Leah Fregulia will prepare an integrated project timeline for all projects currently underway and present to the Board
  - a. Partnership structure
  - b. Site Plan
  - c. Capital Campaign
  - d. Foundation building
  - e. Transition planning
6. Elect New Officers this year



**Board Governance Committee Meeting  
December 11, 2019**

- a. President - Tony Dietz
- b. VP – open
- c. Sec/Tres – David Garcia

Meeting concluded at 2:00pm



**Board Governance Committee Meeting  
Notes  
March 4, 2020**

**Committee**

Betty Hum - absent

Ed Novak - absent

David Garcia - present

Carlos Contreras - present

Alex Laing - present

Javier Cardenas - present

Tony Dietz – present

Karen Lugosi - present

**Summary of current membership**

13 current members

15 maximum

Ed and Javier term out in June

Carlos called the meeting to order at 8:00am

**Priorities in 2019-2020**

1. **Board Recruiting Priorities** - The Committee determined the two top priorities for recruitment and asked for further discussion at the March Board Meeting around potential candidates.
  - a. Legal (large firm and preferably an ASA parent)  
Stephen Anderson – Gammage (John Snider)  
John O’Neal
  - b. Health Professional  
Heidi Jannenga – expressed strong interest and will attend the March Board meeting. We need to assemble a small group meeting with members.
2. **New Member Orientation – three components**
  - a. The committee agreed that a new member orientation and onboarding checklist will help new members feel more connected and informed.
  - b. Tony will draft a checklist using his own experience and the ASA Board Manual.
  - c. Mentoring 1:1 of new members
  - d. Training – Chuck Loring (Piper)
3. **Formalizing the full cycle for HOS Evaluation – Tabled**
4. **Review revised Job Description for HOS/CEO and discuss transition plan for next year - Tabled**
5. Revisit Chuck Loring Training for new members



**Board Governance Committee Meeting  
Notes  
April 9, 2020**

**Attendees**

Betty Hum -  
Ed Novak -  
David Garcia  
Carlos Contreras - absent  
Alex Laing  
Javier Cardenas  
Tony Dietz  
Karen Lugosi  
John Snider – attended but not on this committee

**Summary of current membership**

13 current members

15 maximum

Ed Novak terms out in June but will remain on the Governance Committee for 1 year as an ad hoc member and mentor incoming Board Member

Javier automatically extends his term for one year as past president.

**Priorities in 2019-2020**

1. **Board Recruiting Priorities** - The Committee determined the two top priorities for recruitment and asked for further discussion at the March Board Meeting around potential candidates.
  - a. Legal (large firm and preferably an ASA parent)  
John O'Neal – Ed will speak with John about his interest in joining the Board and parameters for pro bono work with his firm – Quarles & Brady.
  - b. Health Professional  
Heidi Jannenga – We are working on setting a meeting with Governance Committee members in mid-April to discuss Board involvement/commitment.
  - c. Ed Finn put forward Sara Dashew (Singer-song writer, LGBTQ) – Leah will follow up with Ed to let him know that we will continue to cultivate for next year's "class" coming on in July 2021.
2. **New Member Orientation**
  - a. Tony and Betty presented a revised On Boarding Checklist for future use. The Committee will review and discuss for adoption at our next meeting.
3. **HOS/CEO Evaluation**
  - a. Betty presented a checklist/short answer form to be used in the HOS/CEO evaluation process in the future. The Committee discussed a realistic multi-year evaluation cycle in which formal interviews and the checklist format would



**Board Governance Committee Meeting  
Notes**

**April 9, 2020**

alternate. The committee will review the checklist and further discuss the timing and frequency of various types of evaluation.