

**Lighthouse Youth Services, Inc.**  
**Governance Committee Meeting**  
**February 13, 2018**

Present: Tamie Sullivan, Lisa O'Brien, Sonya Walton, Donna Eby, and Paul Haffner.

Staff present: Judy Oakman.

A meeting of the Governance Committee was convened by Chair, Tamie Sullivan on Tuesday, February 13, 2018 at the Administration building.

The minutes of the December 12<sup>th</sup> meeting were approved as previously distributed. Lisa O'Brien motioned and Sonya Walton seconded. The minutes were unanimously approved.

The Committee reviewed the charters for each of the four standing committees: Governance, Administrative, Audit and Human Resources (HR) Committees. Mr. Haffner and Ms. Oakman have worked diligently to align all of the charters to be drafted in a consistent, streamlined format and to cover the areas of responsibility of each committee in a clear manner. With minor edits, the charters were reviewed and approved and will be presented to the various committees and the board for approval at the March board meeting.

Next, the Committee reviewed our newest member recommendations: Judge William Mallory, Lt. Elena Moton, and Principal Amber Simpson. Ms. Hyman was previously approved at the January Board meeting. Judge Mallory and Lt. Moton were presented for consideration at the January board meeting to be voted on in March. Amber Simpson will be proposed and voted on in March.

The committee discussed potential mentors for each of these:

Ms. Hyman: Candie Simmons

Judge Mallory: Marvin Butts

Lt. Moton: Tamie Sullivan

Ms. Simpson: Sonya Walton

Ms. O'Brien agreed to contact Candie Simmons and confirm her willingness to mentor Ms. Hyman. Ms. Sullivan agreed to confirm with Mr. Butts his willingness to mentor Judge Mallory.

Next, the Committee discussed the term limited trustees. Fran Unger will be terming off the board in September 2018. The Committee discussed their desire to keep her involved and would recommend that Ms. Unger continue to serve Lighthouse on the Beacon Foundation Board or the Lighthouse Community School Board. The Committee discussed our two youth trustees Laquita Howell and Tatiana Rozhnova. They both have served for three one year terms and will "term off" in September of 2018. The Committee discussed the positive impact they have had and do not want to discourage further involvement by Ms. Howell and Ms. Rozhnova. However, the Committee felt we should move to have new youth for the Board and that Ms. Howell and Ms. Rozhnova could serve as mentors to those new board member(s). Mr. Haffner and Ms. Oakman will move forward with the discussions with Ms. Unger, Ms. Howell, and Ms. Rozhnova and with sourcing at least one new youth member.

The Committee then discussed the Board Orientation to be scheduled in April. Ms. Oakman and Mr. Haffner will work with the new members to ensure the orientation is scheduled for a convenient time for them. We would be sure to invite the newer members of the affiliate boards: Nate Bishop, Tom Schiller, and James Houston. However, the orientation would be open to all board members of all affiliates since it had been so long since conducting one of these. We would plan to have it at the new Sheakley Center. The Committee thought the late afternoon time frame would probably work best. Staff will work to get this scheduled for April.

In preparation for the March 21<sup>st</sup> board meeting the Committee agreed that the following needed to be sent out the week before the meeting to ensure all board members had a chance to review the materials. The information to be distributed is:

1. Charters for the Administrative, Audit, Human Resources and Governance Committees.
2. New member nomination forms: Judge William Mallory, Lt. Elena Moton, and Amber Simpson.

Mr. Haffner and Ms. Oakman agreed to do this.

The Committee decided to cancel the April Committee meeting since the Board orientation would take place of that meeting and committee members would be encouraged to attend the orientation.

The meeting schedule for the rest of the year: June 12, August 14, October 9, and December 11

With no further business, the meeting was adjourned at 1:30pm.

Respectfully submitted,

Judith A. Oakman