GOVERNANCE COMMITTEE
November 19, 2012


Regrets: Claudie Mahar, Melanie Levesque, Deane Ilukowicz, Kathy Shields.

The meeting was called to order at 11:21 a.m. at NE Delta Dental, Concord, NH.

Chris Hodgdon was welcomed to the committee. He serves on the Nashua CC Advisory Committee and will be serving on this committee. All were introduced.

1. Approval of the August 2, 2012 Meeting Minutes

VOTE: The Committee, on a motion by Mr. Halias, and seconded by Ms. Palestino, voted unanimously to approve the minutes of the August 2, 2012 meeting as presented.

2. Board Succession Update

As of today, we have a complete Board. However, Melanie Levesque will be sworn in as a NH legislator on December 5 and will be resigning. She represents alumni.

Ms. Roy-Czyzowski explained the process followed to submit a nomination from the Keene area to replace Bob Mallat. Jack Calhoun’s nomination was submitted and confirmed on November 14. She will reach out to Presidents for alumni suggestions.

Alison Stebbins was confirmed October 3. She will serve out Ron Rioux’s term.

Mr. Hodgdon asked about the attributes we are looking for as we seek new trustees. The process was explained.
3. Board Member Agreement

Ms. Roy-Czyzowski noted that the person from the AG office who made a presentation to the Board had suggested that we develop a board member agreement. This would supplement the conflict of interest and Statement of Financial Interest forms that are completed yearly.

Ms. Roy-Czyzowski will discuss further with Mr. Rioux and legal counsel. The conflict of interest does cover items referred to by the AG’s office. This may be discussed further at the retreat and then review the conflict of interest form to determine what may be missing.

4. Board Retreat

Retreat information will be emailed tomorrow. The agenda was reviewed.

It was suggested that we email again the publication *Reclaiming the American Dream* prior to retreat. Mr. Snowden’s PowerPoint presentation should also be resent and Trustees encouraged to read both documents. Ms. Mills will email.

5. Board Self-Evaluation

The Board interest survey will be emailed in December/January.

The Board self-evaluation survey will be conducted in April, 2013.

**ACTION:** Ms. Mills will send current survey to review for possible additional questions.

Ms. Torr opened discussion on the need to have 100% Board participation in the annual Foundation drive. All need to know that the Board is invested. It was felt that this should be discussed with the full Board.

**ACTION:** Ms. Roy-Czyzowski will speak to Ms. Mahar and Mr. Holloway including how we should approach this issue.

6. Board Development

Ms. Roy-Czyzowski read a list of possible board development topics as well as local opportunities and conferences.

President Eneguess added that presidents are active in local and national organizations.
The Board needs to be more effective as advocates – meetings with legislators etc.

Trustee Torr opened the discussion of fund raising and forming a trustee scholarship. All felt the Board contribution to the Foundation requires a more comprehensive discussion.

A list of all college academic events should be developed and sent to Board members.

Expectation and role of board member should be part of Trustee orientation.

ACTION: Ms. Roy-Czyzowski will provide her list mentioned above to Ms. Mills.

7. Board Orientation/Committee Orientation

The recent Board orientation was very well received and very informative. A survey through Survey Monkey was conducted but only three responded. Ms. Roy-Czyzowski will review the results.

8. Trustee Website

Ms. Mills reported that the website is under construction. Mr. Rioux will give an update at the next meeting regarding the security of this site. It was suggested that we could use Blackboard for this information.

9. Other

No other topics.

10. Future Meeting Dates

It was suggested that these meeting be scheduled on the same days as Personnel Committee meetings.

NOTE: Based on this, the following meetings were scheduled: February 11, April 8, June 10, August 12, October 28
Next meeting: February 11, 2013

The meeting adjourned at 12:40 p.m.

Respectfully submitted,

Marie Anne Mills
Assistant to the Chancellor