**LTCS Governance Committee Minutes: 04/28/19**

Present: Eric, Andrea, Kenneth Hamner

Absent: None

**Mission & Vision Statement – Updates**

* Eric – This should be an activity that the board and the new principal work together to ensure that our path moving forward.
* Andrea – Past activities and suggestions can be a starting point for future conversations.
* Kenny – Agrees with suggested path.

**Revising Bylaws**

* Kenny – Changes are to clean up grammar and formatting, remove “headmaster” references, and resolve the conflict between the participation allowed of relatives of faculty
* Andrea – Can add additional changes
* Eric – Add in additional language to clarify points about the role of interested parties
	+ 6.2 – Non-Board Members can join the academics and development committees
	+ 7.5 – Add in language to recuse one’s self if there is a conflict of interest
	+ 3.10 – Delete vacancy plan reference
	+ 7.5a – This has been addressed in the self-dealing transaction adjustments

**Board & Committee Minutes To Website**

* Andrea – In the works. Getting materials from account of previous board members through Mr. Starr

**Board & Committee Recruitment**

* Andrea – She’s reached out to young lawyer’s association
* Eric – Add to bylaws a faculty representative for the upper and lower schools
* Kenny – Reach out to mayor of Brooks to see if interested
* Kenny – Justin Lozano & Steven Toonis interested in joining committees

**Developing On-Boarding Materials**

* Andrea – We have two check-lists
* Kenny – Should we set-up a more formal welcome packet?
* Eric – We should
* Andrea – We can set-up a shared folder to include all materials
* Kenny – We’ll have this be a post-principal project for the committee to pull together

**Updating Committee Summaries**

* Kenny – Each committee head to revise and submit to rest of the board for approval

**Policy Manual**

* Eric – Recommending three changes to make us compliant with SCSC
	+ Check writing policy – There was a contradiction that has been adjusted
	+ Hearing officer – Added one sentence that the principal will be the hearing officer
	+ Tribunal hearings – We’ll leave as-is

**Annual Board Meeting**

* To be held on 5/13

**Board Elections**

* Leave as-is for now