Summary: The meeting discussion centered around the various committees, their functions and charters.

- In attendance: Board Vice Chair Bob Cunningham, CEO Lesley Nalley and Committee Chair Cindi Erickson. Board Chair Weiss was excused.
- The meeting was called to order at 10:32 a.m. by Chair Erickson.
- There were no changes to the order of business.
- Approval of 7/3 minutes. Motion: Nalley, Second: Cunningham. Unanimous.
- The Governance Policy and Procedure Creation and Review was tabled due to Weiss’ absence.
- The discussion on how to best structure all committees involved the fact that the charters should not be written by Staff or committee members as the Board is the responsible party to oversee them. The charter should cover that a committee’s priorities and they should be advisory in nature to the staff and/or Board to further the goals of the CMP.
- Staff committees serve to fill a gap. Sometimes they serve to fill a staffing shortage and there needs to be a culture change in the way committees are looked at today.
- Board committees should be involved in governance affairs and we should be aware of how to divide those responsibilities.
- Two issues arose. One is that Board training needs to address committee structure and reporting issues and Board members’ role in attending committee meetings. Any action on the committees should start in December.
- Cunningham reported on the Board Recruiting Committee and the governance calendar was updated.
- A Motion was made to incorporate it into the master calendar. Motion: Cunningham, Second: Nalley. Approval unanimous.
- Action items: Cindi will incorporate our calendar into the master calendar

Meeting Adjourned 12:10 p.m. Motion: Cunningham, Second Nalley. Unanimous.
Next scheduled meeting Tuesday, July 31 at 2:00 p.m.

Submitted for approval: 7/23/18 by Bob Cunningham
Revised and amended 7/31/18

Approved by Committee: 7/31/18