



MicroSociety Academy Charter School  
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## **Gov./HR Com. Meeting Minutes October 8, 2020**

Meeting convened via Zoom at 1:00 PM.

Present: Tom Malone, Don Lebrun, Lisa Petralia, John Dagianis, Barbara Halevi, Tom Dougherty, and Amy Bottomley.

### **1. Complete Board Orientation Handbook draft:**

The committee reviewed progress on completing the draft of the Board Orientation Handbook originally proposed by Board member Tom Dougherty. Amy and Jewel added more information since the last committee meeting to complete most of the incomplete sections. Further refinements in wording and order were made during the discussion to MACS History, Trustee contact list, Trustee matrix, acknowledgement of past board members, committee description and fundraising responsibility, "To do" checklist.

The committee discussed that this document is primarily to orient a new Board member once they have been approved by the Nominating committee. It will be up to the Nominating committee to decide what information they want to share with candidates before selection in the process after they have toured the building and talked with the School Director.

**Motion:** To Accept the changes made to the Board Orientation Handbook draft and recommend its approval to the board.

(Completed draft document will be forwarded to the Board for the upcoming meeting by Amy).

Made by: Don Lebrun, Seconded by: Lisa, Passed Motion unanimously approved by roll call of committee members Tom Malone, Don Lebrun, Lisa Petralia, John Dagianis, Barbara Halevi (Tom Dougherty left meeting prior to vote)

### **2. Release of Non-Public Meeting Minutes**

Lisa reviewed non-public meeting minutes extending back to 2018. She identified at least 14 sets of minutes that the committee could potentially review. After discussion of particulars the

committee agreed RSA 91A Meetings Non-Public Sessions language regarding public release and retention of minutes needed further interpretation before the committee could move further on reviewing these minutes.

**Motion:** Table discussion of release of non-public minutes until we have had opportunity to consult with school attorney Dan Marr. Made by: John Dagianis, Seconded by: Barbara Halevi. Motion unanimously approved by roll call of committee members Tom Malone, Don Lebrun, Lisa Petralia, John Dagianis, Barbara Halevi

### **3. Prospective Board Candidates???:**

Tom reminded the committee that in a short time the Board might need to consider replacing up to 3 present board members when their term concludes in December. We need to remind all board members to submit names of any prospective nominees to chair Tom Dougherty ASAP so the interview process may get under way by the Nominating Committee in a timely fashion in November and December. A review of the By-Laws revealed that IF a Board member is interested they may serve up to three consecutive 3 year terms should they desire.

**Motion:** To adjourn. Made by: Barbara Halevi, Seconded by: John Dagianis. Unanimously approved by roll call vote. Meeting concluded at 2:30 PM

**Committee next committee meeting will be THURSDAY, November 5 at 1:00 PM.**