

Meeting of the BPM Workgroup

January 14, 2014

Attendees: Michael Popadopolis, Sue Bartlett, Judy Hadley, Don Caughey, Ani (brief appearance, was training)

Next meetings: 1/23 at 6-7:30 and Monday, Jan 28 at 5.

Decisions: get together on 1/23 at 6 and put together the preamble and document the way we have broken down all the policies, particularly those relevant to board members and making special note of those policies that need review, changes, etc. The preferred outcome is to have the overview and the high level structure all documented so we can present them to the full committee before the board meeting next Monday to consider.

Further is to advise the board to send the review of the old policies to the Governance committee to go through and update.

We need to go through the values section before the next meeting.

Don went through category #6, operational board policies.

He suggested: put a list of finance policies together in one section.

He also suggested the organization uses the rotational calendar and adds the budget process to it to assure all the processes are followed. Need to make sure all important actions for particular dates are associated on rotational calendar, like flow of reports, special budget dates, etc.

We want to figure out a way to get the conversation moving and the organization engaged.

Judy suggested that section 9 be budget and finance and 10 be personnel.

Don: wants to define the board liaison – how they help with communication between board and committees.

Don: add #24 and 62 (together?)

Did anyone capture the changes to Don's proposal? He went on vacation and I don't remember that bit.

I am attaching Don's work from before. We need to make the revisions on Thursday if possible.

Submitted 1/21/2014 by Sue Bartlett

The foregoing minutes were submitted to the the Board of Directors on January 21, 2014.

Mark Sherman

Secretary