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## FA Board of Directors Meeting September 16, 2008

**Board Members present:** Toni Hoyman, Liz Kelly, Camille Freitag, Fred Heil, Bettina Schempf, Larry Plotkin, Greg Alpert  
**Board Members absent:** Chris Bentley  
**Staff present:** Michele Adams  
**Board Advisor:** Marcia Shaw  
**Owners present:** None  
**Consultants present:** None  
**Scribe:** Cheryl Good  
**Handouts:** None

Board Advisor, Marcia Shaw, opened the Board meeting at 6:38pm.

### **I Owner Comment:**

None

### **II Approval of Consent Agenda:**

**Motion 9-2008 (#1) approval of August Board meeting minutes, September Board agenda , ORC committee meeting report, appointments to Finance Committee, GM report, calendar (as amended) and timeline (Removed Finance and BDC minutes, appointments to the BDC Committee and GM report on L-8 ) Larry/Camille 7-0-0 Motion passes.**

Calendar Note – Finance meeting moved to Oct 8<sup>th</sup>.

### **III Items Removed from Consent Agenda (if any)**

#### **Finance and BDC Committee Minutes**

The minutes included in the packet for Finance and BDC committee meetings were not the current month's. September's Finance and BDC minutes will be added to the consent agenda for October's meeting. Cheryl will ask the Scribe will send out the September Board minutes to all board members.

#### **GM Report – Executive Limitation L8**

- P 17 #8 “New board *will...*” Suggestion to make a statement of facts, if any, rather than an interpretation of what will happen.
- P 18 #4 – “Cork recycling is going strong.” Again, better to add data and let the board interpret. Michele stated no data is available yet.
- P 21 #9 – Suggestion that with such a small sample size that looking at comments can help interpret the result of the numbers – especially with outliers. Marcia suggested that sometimes having an outlier means that the question was interpreted differently and the board could ask a follow-up question to find out more.

Updated L-statement survey process: The board agreed to the survey deadline being Tuesday noon. The GM will include a summary of the survey in the next month's board packet for all to read. The GM will bring answers to any questions in the survey to the following board meeting. If an item requires more research including it in the next board packet is acceptable.

**Motion 9-2008 (#2) accept GM Report on executive limitation L-8. Liz/Bettina 7-0-0 Motion passes**

#### **Committee assignments**

The BDC had one applicant, Colin King, for the open position on the committee. The BDC accepted his application because of his background in the retention and recruitment document that the committee is working on this year.

**Motion 9-2008 (#3) that Colin King be assigned to the vacant BDC committee position Tony/Greg 7-0-0**

#### **Thymes Articles**

59 Greg shared a conversation he had with the Thymes editor regarding the editing of his article in the Thymes. He  
60 suggested that board members ask to be informed if anything gets changed in their article. Another suggestion was that  
61 Michele asks the editor to inform the board members if anything in the article is changed beyond the punctuation and  
62 spelling. Michele reported she already took action and confirmed that the editor has been informed to let the board know  
63 if anything changes in their articles.  
64

#### 65 **IV Announcements and Affirmations**

66

67 Marcia has been hired by NCGA to help publish some board training. She explained that the sessions, like the one  
68 coming up on Oct 11<sup>th</sup> board training in Sacramento, are intended to be ongoing development and that each session will  
69 be a different focus. She strongly encouraged board members to consider attending the next session as the topic is GM  
70 and board relations. Some of the topics include: What constitutes a healthy board? What to do if you have “rogue”  
71 board members? How to hold people accountable? Registration info is available from Marcia.  
72

73 Preparing for board retreat ~ Read the retreat packet! The packets will be available Friday morning (9/19). Toni  
74 highlighted that in the packet is a book which contains a code to enable you to take an online survey to help identify your  
75 strengths. Also in the packet is a 1-page sheet to capture your assessment of this team’s communications. Both of these  
76 need to be sent to the facilitator, Gary Barnes (email is in packet) by Monday the 22<sup>nd</sup>. Also a DVD is in the packet with  
77 a webinar which can be done later in the week. General agenda is: Start each day at 8a and end by 4pm. Sat morning’s  
78 focus is communication led by Gary Barnes and afternoon session will be with Mark Goehring for a GM evaluation  
79 RFP. Sunday will build on the work of the ends statements the board created last year.  
80

81 Michele shared that there is now a separate line item for board hours and discounts to help the board track their budget  
82 items better.  
83

84 Larry cannot attend the Sequential meeting that the managers are hosting this month.  
85

86 The parking lot (see the agenda) consists of items that are still in process. BDC is reviewing both of these items.  
87

88 A question was raised on the policy for filling vacant positions. Seven is the threshold for a board appointed position.  
89

90 Complimentary letters for the GM are in the board packet. Kudo’s to Michele.  
91

#### 92 **V Letter to the Board**

93 The board received a letter from Will Horman. Toni will scan it and email it to all board members. Everyone should  
94 give their input to Toni so she can compile and draft a response. If someone prefers to draft the response, let Toni know.  
95

96 **Meeting Adjourned: 7:30pm**  
97