**Committee Name:** Governance Committee **Date:** August 27, 2024

**Liaison to the Board:** Kate Pelletier

**Date of Last Meeting:** August 23, 2024

**Date of Next Meeting:** TBD

**Meeting Summary:**

Reviewed policy review work including the Board and Employee Handbooks. Our intention is to provide drafts of the Policies and Procedures, Board Handbook, and Employee Handbook later this fall for approval at the December Board meeting.

**Action Items Completed:**

* Review/updating of the Policy and Procedures manual
* Review/updating of the Board Handbook
* Review/updating of the Employee Handbook
* Review/updating of the Executive Director Job Description

**Recommendations for Board Approval:**

None at this time.

**Future Items for Action:**

* Board Orientation
* Board Effectiveness Survey
* Board Education

**Questions for the Board or Items for Board Input or Information:**

* Status of the HR Committee of the Board?