

Alta California Regional Center
Board Development Committee Meeting
Tuesday, October 13, 2015
Minutes

Present:

Dan Lake, Chair
Jacqueline Armstrong
Janet Brandon
Nasim Hedayati
Romilda Jones
Amy Lampe
Brendan Peacock

Facilitators:

Amy Fulk
Ed Plon
Larry Prosser

Absent: (* excused)

Rosa Meza-Villaseñor
Kristin Wright*

Board Members:

Cindy Benson
Jon Nelson

Visitors:

Cheryl Worthley
Karen Young

Staff:

Phil Bonnet, Executive Director
Lisa West, Executive Secretary

The Board Development Committee (BDC) met on Tuesday, October 13, 2015, at 4:05 p.m. in the Brenda Smith Conference Room at Alta California Regional Center to discuss: 1) Review Demographics; 2) Board Recruitment; 3) Meeting Training Plan; 4) Retreat Critique; 5) Appointment to Finance Committee; and 6) Evaluation of Executive Director. All present provided self-introductions.

Without objection, Dan Lake made the motion to adopt the Board Development Committee meeting minutes of September 14, 2015 as submitted.

1. ***Review Demographics***

Issue: Committee needs to review the Board's demographics.

Discussion and Action: The current summary of the Board's demographics was distributed for review.

- **Mr. Lake will provide an update to the Board of Directors on a quarterly basis or when information changes.**

2. ***Board Recruitment***

Issue: Committee needs to discuss Board recruitment.

Discussion and Action: The outreach flyer was distributed for review. Mr. Lake shared that this can be given out at various community events throughout our catchment area.

- **Mr. Bonnet will finalize the flyer and distribute it to the full Board at the October 22nd Board meeting. Copies will also be available at future meetings.**

3. ***Meeting Training Plan***

Issue: Committee needs to develop a plan for Board Sponsored Trainings.

Discussion and Action: Mr. Lake distributed a list of "Board Training Topics" that he has gathered. This list is fluid, so if you have any additional suggestions, please contact him.

Since new members come and go, a suggestion was made to have Board members provide a brief introduction of themselves so that other Board members can get to know them. This was done at the Provider Advisory Committee (PAC) and was very informative.

Mr. Lake would like to see Board members contribute to these training. This committee needs to prioritize the training topics. It might be helpful to categorize them and complete them in groups.

Mr. Bonnet suggested starting with a brief discussion about ACRC's contract with the State of California.

Mr. Peacock noted that the trainings will be a brief overview. If there are any follow-up questions, they can carry over to the next training.

- **The October 22nd Board Sponsored Training topic will be "ACRC's Contract with the State of California".**

4. ***Retreat Critique***

Issue: Committee needs to provide feedback for the September Board Retreat.

Discussion and Action: Mr. Lake asked for feedback on the September Board Retreat.

Everyone was impressed with Mark Starford and Charlene Jones from the Board Resource Center. Everyone enjoyed the group activities. A suggestion was made to have them come back in May 2016.

Mr. Bonnet shared that he would support an off-site Board Retreat next year. Team building is a positive experience!

- **Information only.**

5. ***Appointment to Finance Committee***

Issue: Committee needs to discuss an addition to the Finance Committee.

Discussion and Action: Mr. Peacock has appointed Dan Lake to the Finance Committee and Kristin Wright to the Personnel Ad-Hoc Committee.

- **Information only.**

6. ***Evaluation of Executive Director***

Issue: Committee needs to discuss the Executive Director's evaluation process.

Discussion and Action: Mr. Lake shared that the Personnel Ad-Hoc Committee will be meeting just prior to our next Board meeting on Thursday, October 22nd. If you haven't already done so, please submit your input to Ms. West, so that it can be included in Mr. Bonnet's annual evaluation.

- **Information only.**

The next Board Development Committee's meeting is scheduled for **Monday, November 9, 2015**, at 4 p.m. The meeting adjourned at 4:42 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Phil Bonnet