

AACRAO Governance Task Force Minutes
Thursday, April 16, 2009
In-person at the Annual Meeting and by Conference Call

Present: Robert Doolos, Nancy Krogh, Barbara Blaney, Dennis Bailey-Fougner, Bruce Cunningham, Carl Einhaus, Frederick Fresh, Kathy Hartmann, Tracey Jamison, Kathy Jones, Christine Kerlin, Nora McLaughlin, Mary Neary Morley, Nancy Penna, Eric Staab.

Guests: Paul Wiley and Matt Ogle

The Task Force discussed the two feedback sessions held at the annual meeting. 25 attended the first one; and 10-15 attended the second. Most of the participants were former Board members, with a strong showing by past presidents. .

The group discussed at length the plan for communication to members. The communication plan will include a website, email blasts to notify and update members, webinars at the appropriate times, and communication at state and regional meetings.

The Task Force briefly discussed the draft summary of problems identified in the board governance assessment written by Nora McLaughlin and Barbara Blaney. Task force members were encouraged to forward any further edits to Barbara and Nora.

We determined the task force will meet regularly via conference calls, and will hold the next face-to-face meeting July 26-28.

We asked Matt Ogle to establish a task force listserv at governance@aacrao.org.

Our schedule is:

- Status Reports due to the Board :May 30 and August 15
- July 26, 27, 28 meeting in Portland
- Initial written report due to the Board: Oct 1
- Final report due to the Board: January 23

Next Moves:

- Give feedback to Nora and Barbara about the draft summary.
- Matt will set up a Governance task force list serv.
- Put together an educational Governance Task Force website about governance, and invite comments. Included will be information about who we are; what we are doing, ideas we are considering, related materials, and encouragement to please contact us. Likely content includes:

- Charge from the Board
 - List of task force members
 - Timeline, including our meeting calendar with content of those meetings
 - Board Source report of June 9
 - The full report with percentages of the Board self-assessment
 - PowerPoint summaries that Berit presented
 - Our research
 - Send an e-mail to members to notify them of the existence of this website.
 - Schedule an interactive webinar.
 - Approach past presidents for their input.
 - Schedule regular conference calls. (Bruce will set up bi-weekly meetings on [Meeting Wizard](#).)
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