

# Governance Systems Committee Meeting Minutes

Tuesday, November 9, 2021

2:00 pm - 4:00 pm

Location: 1600 University Avenue W., Suite 8, Saint Paul, MN 55104

Following Open Meeting Law, 13D, this meeting is held fully electronically due to the health pandemic of COVID-19

Members present via conference line (Teams):

* Hope Johnson
* Ted Stamp
* Jen Foley
* Judy Moe - Absent

Staff members present:

* David Dively
* Stacy Sjogren, MAD
* Shannon Hartwig

Open meeting at 2:04 pm

## Approval of Minutes

**Action:** Jen Foley motioned to approve the minutes distributed for the October 12, 2021 meeting, and the agenda, it was seconded by Ted Stamp, approved by unanimous roll call vote 3/4. One member absent.

## Review update to policy reporting template

The group reviewed the following document CM-ED Policy Monitoring Report Template 2021-10-29.doc - example for review.doc and made suggestions and edits. Group to continue item in the December meeting.

## Create a recommendation for membership term limit cap

Group discussion on council member term limit cap. The group will bring the item to the December full council meeting.

## Discussion - training other council members on policy monitoring

The group will continue the topic at the December meeting, after they have completed the Policy Monitoring Report Template assignment.

## Next steps:

Group will work on the questionnaire. Feedback due 11/23/2021 to David Dively. Shannon will send email out to the group.

Meeting adjourned at 3:05 pm