

# Governance Systems Committee Meeting Minutes

Tuesday, November 8, 2022

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 (Zoomgov):

* Ted Stamp – chair for 8 minutes
* Jen Foley
* Hope Johnson – joined at 2:15 pm

Staff members and guests present:

* David Dively
* Shannon Hartwig
* Erica Barnes, RDAC
* Linda Gremillion

Open meeting at 2:07 pm

## Approval of Agenda and Minutes

The group approved the agenda for November 8, 2022, and the minutes for October 11, 2022. Motion passed by unanimous roll call vote. 2/3 members present, one member absent (Hope Johnson joined at 2:15pm).

## Review updated EL Quadrant provided by staff based on committee feedback

Finalize Executive Limitation quadrant language updates. The group worked on the language and finalized the draft and will move it to the full council membership for review.

Motion, Jen Foley move final draft of Executive Director Limitation Quadrant document to the full council meeting December 14, 2022, for membership review, seconded by Ted Stamp. Motion passed by unanimous roll call vote. 3/3 members present

## Work on evaluation prompts

The group worked on planning how thewy will develop a survey to gather and share information on the topic of the executive director annual review. the group will present the final draft of the Executive Director Limitation quadrant to the full council on December 14, 2022, for review. Discussion of the prompts included actions that could be taken if a council member requested further investigation or questions.

## Identify possible changes needed in monitoring policies across three quadrants

The committee will send the final draft of Executive Director Limitation Quadrant document to council members to review before the December 14, 2022, full council meeting, to prepare for the launch of the final quadrant, as the other three are already activated.

## Prepare for December presentation

Group discussion on presenting the final draft of Executive Director Limitation Quadrant document at the December full council meeting. And development of the survey and prompts for the annual executive director review.

## Next steps:

Add time for the committee to present the document EL Quadrant to the full council meeting agenda meeting in December. Asking for a motion to approve.

Meeting adjourned at 3:45 pm