

# Governance Systems Committee Meeting Minutes

Tuesday, September 12, 2023

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
* Nick Volkmuth

Staff members and guests present:

* David Dively
* Shannon Hartwig
* Axel Kylander
* Michelle Severson
* Linda Gremillion
* David Fenley

Open meeting at 2:04 pm

## Approval of Agenda and Minutes

The group approved the agenda for May 9, 2023, and the minutes for March 14 and May 9, were included and approved. Motion passed by unanimous roll call vote. 4/4 members present.

## Review Executive Director Limitation Report

The group reviewed each line of document CMc-Executive Director Limitations Report 08-2023.doc and approved the each of the answers provided. The group had no recommendations on additional review. The group asked the council executive secretary to record the process in the note/action items for review for the next process year to identify steps.

Motion: A motion was made by Ted Stamp to approve the Executive Director Report and send it out to the full Council for approval at the December Full council meeting. The motion was seconded by Nick Volkmuth, Motion passed by unanimous roll call vote. 4/4 members present.

## Address the language for the Finance Committee policy to reflect the council’s decision to not have a Finance committee and instead review finance reports in regular council meetings.

The group discussed item, and recalled it was resolved at earlier meeting.

## Next steps:

Send document out to staff bring to committee. Council members bring to council meeting as business.

Meeting adjourned at 2:28 pm