



**Governance Committee Report**  
**Prepared by: Steve Geist, Chair**  
**Date Submitted: October 3, 2017**

**Meetings:**

		June 15 2017	Jan 11 2017	Feb 15 2017
<b>Attending</b>				
<b>Chair</b>	Steve Geist	P	P	P
<b>Trustee</b>	Sharon Jean-Philippe	P	P	P
<b>Trustee, Treasurer</b>	Ray Henning	P	P	P
<b>Trustee, Vice Chair</b>	Tom Wolf	P	P	P
<b>Staff</b>	Barb Duke	P	P	P
<b>Staff</b>	Eric Smith	P	P	P

**P – Present    A – Absent    E – Excused**

**June 15**

President and CEO Eric Smith condensed and revised all governing documents. The Governance Committee noted that the Communications Committee is up and running with regularly scheduled meetings. To facilitate the governing document discussion, Trustee Jean-Philippe suggested and offered to host GoToMeetings so that we could visually consider the documents in detail in an efficient manner. We did schedule a meeting for July, however in polling the committee members; additional time to review the governing documents was needed. As such the July meeting was cancelled.

August 9

President and CEO Smith reviewed the following policies: Trustee Handbook Section Two: Governance and Management, Trustee Handbook Section Three: Corporate Officers and Executive, and Trustee Handbook Section Four: Trustee Standing Committees. After minor edits, motion was made by Treasurer Henning to accept the policies as amended. Motion was seconded by Trustee Jean-Philippe. No discussion. Motion carried.

Treasurer Henning suggested adding representatives from other organizations such as TCIA to Liaison Committee. President/CEO Smith will discuss with Mark Garvin, TCIA President. The committee was apprised that Mundy Wilson Piper has submitted her trustee application.

September 13

After these edits were made, motion was made by Treasurer Henning to accept 2017-05: Financial and Gift Policies and 2017-06: Operating Policies (Employee Handbook) as amended for presentation to the Board of Trustees in advance of their October teleconference. Motion was seconded by Vice Chairman Wolf. No discussion. Motion carried.

### **Accomplishments:**

1. The Communications committee, a new standing committee, is formed and meeting monthly.
2. The Governance committee has reviewed and approved to send to the entire TREE Fund Board of Trustees the consolidated and remastered TREE Fund governing documents. These documents were prepared by Eric Smith with edits provided by the Committee.

### **Objectives for the next 3 months:**

1. Finalize the board of trustee slate for December 2017.
2. Continue to look for and encourage diversity amongst our board and committees.
3. Plan for and help implement the rollout of the new Trustee Handbook in January 2018.

Next Meeting Date:

November 8, 2017