

The Governance Working Group Schedule for April 17-20, 2008

J. Blevins, convener

Members: Greene, Wooldridge, Shanti, Burke

Consultant: Susan Stratton

Wednesday April 16, afternoon or evening, time: TBD

Possible meeting of Finance Cmte to go over their remaining governance policies. Call Blevins cell phone for latest info when you arrive, if you want to sit in.

Thursday evening, April 18, 7:30 pm – 9:00 am

Training for full board on analyzing and responding to staff monitoring reports. Led by consultant Susan Stratton.

Agenda:

1) Realities about monitoring

- The importance of monitoring
- What is an interpretation?
- What will the process look like?
- What should you look for in a monitoring report?
- What is the standard for reasonableness?
- How is direct inspection monitoring different?

2) Practicing the evaluation process.

Each Trustee will receive a sample monitoring report prepared by the Gov WG and consultant Sue Stratton to individually evaluate after the session Thursday night. Your completed Evaluation forms should be turned in at your WG meeting at 8:30 am Friday, so that the results can be compiled for the Friday afternoon workshop.

We will debrief on Friday afternoon, demonstrating how the process will look if there is concern about reasonableness of the interpretation.

Friday morning April 18th, 7:00 am - 8:30 am Breakfast together.

1. Opening Reading: Charlie Burke
2. Very Brief check-in (1 minute or less, more later)
3. Final prep for the 8:30 WG meetings on final review of Sections 2,3,4 of the new Governance Manual.
4. Decide who will attend each WG meeting.
5. Review our role in the WG meetings, and get clear about the most important issues and questions to cover in our 1 hour meeting with the four WG's.
6. FYI: if there is major protest or disagreement around a policy, we can decide to adopt everything but those in dispute. Agreed?
7. Reminder to collect the **USB drive** with all modifications from the WG. Make notes of all requested policy changes, so that we can consolidate them for presentation to the full Board. Serve as note taker if needed.

Fri 18th: 8:30am – 9:30am

One member of the Gov WG joins each of the other 4 WG's to do the final review of the sec 2,3,4 policies. Susan Stratton will travel among the groups, coaching, mentoring, trouble-shooting, etc.

Goals:

- a) Collect the overnight homework on monitoring from each Trustee, and get them to Susan.
- b) Review overall structure of policies, and use of Appendices.
- c) Review the RED INK items in the Manual and collect feedback. Capture notes, comments, issues, on USB drive, and bring to Gov WG meeting at 9:30.
- d) Ask for feedback on the Monitoring Report Analysis template, as used in Thursday night's homework. Does it meet your needs? Is it clear?
- e) Get a sense of the WG if they are at a point that they can and will accept the draft in their hands as "good enough", so that we can turn our focus to ENDS work. Record comments, concerns, huzzahs.

Friday 18th: Governance WG agenda for 9:30am – 1:00pm

(includes lunch time)

- a) Any remaining check-in?
- b) Debrief on proceedings of the various WG's. Special issues need attention?
- c) Consolidate any requested Policy changes for presentation on Saturday.
- d) Summarize any issues for presentation to Board on Saturday.
- e) Prepare for the 2:30 – 3:30 Governance debrief on monitoring
- f) Review plans for GA Workshop on Governance. Homework assignments? Chuck W.
- g) Develop plans to move us toward clarity around the "**owner**" language. We need to resolve this before we tackle the ENDS work. We don't expect to have time to resolve this at this meeting of the Board, but we must keep moving forward. Our most current thinking: owners are "member congregations and the General Assembly". These groups elect Trustees, and direct the Board by their votes at GA.
- h) Plans for covering the AI (Appreciative Inquiry) workshops at GA. Conversation with Laura Park, the AI consultant, re the GA agenda this weekend.
- i) Plans for governance conversation with Presidential candidates (CoCo?)
- j) Begin plans for Oct 08 ENDS workshop with DPA, Unity team
- k) Make plans for training around ENDS interpretation and monitoring
- l) Decide how we can engage congregations (or the full Association...) in the ENDS adoption process. Allow time for comment (electronically?) after reviewing the draft prepared by the Board?
- m) Consider an education session around the monitoring reports of another organization? Susan could share with us how the IPGA (Intl Pol Gov Assn). Might be able to do it using Persony. Interested? Audience? Gov WG or full board?
- n) Setting the Monitoring Schedule (Appendices 3A and 3B), on a month-by-

month basis, rather than quarterly, to spread the workload for both Board and staff across the year.

- o) Do we need to address the concerns around timely response to communications to the Board in our Policies? See Greene email of April 6, 2008.
- p) Establish a Governance Institute? Exploration.
- q) Lunch

Fri 18th 2:15 Set up meeting room for monitoring workshop.
Computer, projector, screen, flip chart easel, etc???

Fri 18th 2:30-3:30 Concluding monitoring workshop. Full Board.
Stratton will lead this session.

Sat 19th Noon: FYI, Susan Stratton departs Boston.

Sat 19th Noon – 1:30 Governance WG may join Finance Cmte meeting
Finance Cmte continuing review of financial policies? TBD

Sat 19th Present revised policies for full Board review.

- a) Present draft Motion to adopt completed Policies.
- b) Present current working schedule (the Master Calendar) for work going forward.

Sun 20th Board Meeting

What do we want or need from the full board before we leave?

- a) Vote on completed Policies.
- b) Burning issues identified.