

GIRL SCOUTS HEART OF NEW JERSEY COMMITTEE MEETING Minutes

COMMITTEE: BOARD DEVELOPMENT COMMITTEE
DATE: September 12, 2019
TIME: 7:00 pm
LOCATION: Westfield Service Center

INVITEES / ATTENDEES:

Name	Present
Leslie Anderson	Present
Laureen Delance	
Natasha Hemmings - CEO	
Naima Ricks - Chair	Present
Michelle Rochon	
Alana Vega	Present
Tiffany Wilson	
Dianna Clemmons – Board chair	Present

NEW BUSINESS

1. CEO Report: Natasha Hemmings (Diana Clemmons – Board chair)
 - a. Only 34 girls away from meeting our goals for the year
 - i. Girls number are up in Newark
 - b. Change in date for the board meeting
 - i. September is called to October 14th
 - ii. The new date added will be in December
 - c. Board participation in revenue
 - i. 151% above the goal with approx. 33k raised
 - d. Still working on the finding a location in Newark
 - e. We need committee people and board people
 - i. 3 people will term out this year
 - ii. suggestion to change the bylaws so that someone can be on a chair of a committee and not be on the board.
 1. The committee has voted to the bylaws and they will work on making the changes
2. BDC Recruitment – Potential candidates
 - a. Lydia Smith - interview set for Sept 18th 6:30pm with Lauren
 - b. Asia Norton - interview set for Sept 20th 5:30pm with Leslie/ Diana at Echo Tap
 - c. Wendy Paul
 - d. Dr. Lauren Wells
 - e. Jessica Viotto
 - f. The committee suggest that Marybeth Dunn be our next board member

other: should we have a policy of potential conflict of interest if a couple would like to serve of the board on at the same time

GIRL SCOUTS HEART OF NEW JERSEY COMMITTEE MEETING Minutes

3. National Council Delegate Selection Toolkit
 - a. Timeline
 - i. Everyone is ok with the timeline
 - b. Interview schedule
 - i. Dec 1st – 15th
 - ii. Days of the week that work best for everyone:
 1. Dec 9, 10,12, 13th
 2. Would like to start around 6pm
 - c. Find out how many people have applied so far
 - d. Find the score sheet
4. Board events or training planning
 - a. Board social November 14th 7pm suggested location is the ash brook tavern which is owned by galloping hill
5. Confidentiality Agreement
 - a. Action item
6. There was a suggestion to create an advisory committee of old board members
 - a. Headed by Malissa Kass
 - b. Needs to be defined
 - c. Action item – look at the bylaws and see where this fits to keep past board members engaged with GSHNJ
 - d. We need a list of old board members and would like to invite them to the board social
 - i. Ask tiffany for the list
 - ii. Start to create the relationship
 - e. Diana will speak with the other board chairs to get us feedback

OLD BUSINESS

1. Review Board of Directors Tenure Chart
 - a.
2. Exit interview
 - a. See attached GSHNJ Exit interview policy
 - i. Would like to adapt the policy for the board
 - ii. A different one from those that resign from those that term out
 - iii. Send to the policy committee
 1. Estelle Williams
 2. Cc Dianna
 - b. Should we adapt something similar for the board members
3. This committee meetings will stay the same

Action Item	Assigned to	DATE
Contact all potential board committee candidates	Naima	Ongoing

GIRL SCOUTS HEART OF NEW JERSEY COMMITTEE MEETING Minutes

Recruit members for Core Committees: Audit, Finance, Fund Development, HR & Property	BDC	Ongoing
Recruit replacement for BOD MAL, Rochelle Herring	BDC	
Exit interview Policy	Alana/	
Possibly change the meeting date to a Monday?		

NEXT BDC MEETING:

- October 17th, 7pm

ANNOUNCEMENTS – UPCOMING EVENTS

- Board meeting – october14th

Things to add to the board website:

- Committee list of members needs to be added to the website
- The tenure chart
- Demographic chart of board members by county