



FY20 Membership and Board Operating Committee

Tuesday, August 25, 2020 – 2:00-3:30 pm

Virtual Meeting via Zoom

MINUTES

Chairman John Baines called the meeting to order at 3:33PM. Present were John Baines, Chris Bateman and Dave Fleischer. With 3 out of 5 members present, quorum was achieved.

Mr. Baines asked for any self-identification of members who might have a conflict of interest. None were announced.

Mr. Baines brought up the minutes from the June 23, 2020 meeting. He asked if anyone had questions or revisions to the minutes. Seeing none, a motion was requested. Dave Fleischer moved for approval of the minutes, which was seconded by Chris Bateman. All voted in favor, and the motion passed.

Proposed By-Laws Revisions

NKWIB Director Tara Johnson-Noem made a brief update about the status of the revisions proposed to the by-laws. There were two areas of focus with the revisions. The first of these changes is meant to reflect the move of NKWIB meetings to video conferencing. The second is to align the by-laws with WIOA law in regards to quorum. WIOA requires both NKWIB membership and attendance at meetings to consist of a minimum of 51% Business sector members. This standard is not required in standing committees, which allows for more flexibility in membership of a certain expertise. Following a review by the MBO committee at the June meeting, the proposed changes were presented to the full WIB at the regular July meeting. Per the by-laws guidelines, the draft revisions were then mailed to every member of the board. The WIB will be asked to vote to approve the changes at the September meeting.

Two of the MBO members present commented that they had received the mailing. One member, Chris Bateman, did not receive it. During the conversation, Tara confirmed his address was correct, but planned to get him another copy.

Member Attendance

John outlined a new spreadsheet that he created in order to better track member attendance. This document would be to replace what WIB staff are currently using to track attendance, but would continue to work in coordination with the membership analysis grid.

Tara started to input FY20 data into the tool, but will conduct a full review of the attendance from last fiscal year prior to the next MBO meeting.

An update about this new tool will be provided at the September 8, 2020 meeting.

Membership

Tara provided an update based on the membership analysis grid. For FY21, a number of small changes were made, including a new column for Construction. Tara asked the committee a number of questions. How is county determined? Is where someone lives or where their office is the deciding factor? Or just any county that is within their service area? Committee members responded that any county where the organization has a physical presence should be counted. Review membership for required representation for WIB and Committees

The committee discussed that in light of her new position at a different employer, NKWIB Secretary Carissa Schutzman will need to reapply for her membership on the NKWIB.

Discussion followed about the 7 individuals whose terms will be up on 6/30/21.

- Being strategic about creating a pipeline for leadership
- John – it would help to involve the current Executive Committee with the MBO in this discussion. Next MBO meeting is October 27, and Exec Committee is October 28. Both meetings typically take the full time. Options: carve out time in the agendas, other option is to create an ad hoc meeting. A mini-workshop is needed to create that plan.
- John will reach out to Dana about having enough time on 10/28 Executive Committee meeting to discuss and about bringing MOU members not on the Executive Committee to participate.
- John will assist in creating a new agenda for MBO October meeting that allocates sufficient time to strategize.
- John will revise membership grid to streamline.
- Dave brought up the point of people going off video. John recommended Dana asking people to be “fully present” in order for our board culture of engagement to be preserved. Chris – advise to check your connections in order to maintain visual contact. Dave – asked John to draft his comments and share with each chair for their opening remarks.

A. Adjourn 3:18pm

Topic: WIB - Membership & Board Operating Committee
Time: Aug 25, 2020 01:30 PM Eastern Time (US and Canada)
Aug 25, 2020 01:30 PM
Oct 27, 2020 01:30 PM
Dec 15, 2020 01:30 PM
Feb 23, 2021 01:30 PM
Apr 27, 2021 01:30 PM
Jun 22, 2021 01:30 PM

Join Zoom Meeting

<https://zoom.us/j/97700907017?pwd=OTZKOEUzVG90Q1N4a2xFK3c3Q1ZRZz09>

Meeting ID: **977 0090 7017**

Password: **158371**

**The next Membership & Operating Committee meeting will take place on
Tuesday, October 27, 2020 at 2:00 pm**