



**DRAFT**

**Governance Committee  
February 23, 2021**

**MINUTES**

**Present:** Kevin Berg; Beth Bird; Anita S. Duckor; Jean Wincek, CSJ; Ralph Scorpio; Bridget Sperl  
**Via Zoom**

- 1. Prayer:** Ralph opened with a Lenten prayer.
- 2. Agenda:** Committee approved agenda with no changes.
- 3. Minutes:** No changes were suggested to the January 26, 2021 minutes. Minutes unanimously approved.
- 4. Board Recruitment Plan**

Jean reported that she had a great conversation with Sandy Vargas, who recommended Rosario de le Torres as a possible board member. Sandy invited Rosario to submit her resume, which she did. Sandy thought of people with potential, who are leaders, but who are not top CEOs in their businesses. If we approve going further with Rosario, Sandy would like to be the liaison back to Rosario. Jean will contact Sandy and invite her to contact Rosario and to tell her Ralph will call her. Jean and Bridget would like to join a Zoom call with Rosario.

If all goes well, we will work toward presenting Rosario's credentials to the board in April and voting on her nomination in June, with a July 2021 start date.

Ralph and Jean introduced three CSJ board potential candidates: Mary Fran Carter, Margaret Brown, and Angela Schreiber. Jean talked about each one, giving an overview of their backgrounds, interests, connections, etc. Committee recommended Ralph proceeds with Mary Fran first and invite her to have a more detailed conversation with Jean, Bridget, and Ralph via Zoom.

- 5. Diversity Recruitment Plan**

Ralph reported on his conversation with Adrienne Jordan, who works at the Prouty Project. Adrienne suggested that we work to intentionally bring on more diverse candidates when we have

a need on the board that requires their expertise. This way, we are looking to strengthen the board with their expertise, not just because they may represent diverse communities.

The committee recommended Ralph send Adrienne a small gift that reflects the CSJs and the Ministries Foundation, on behalf of the Governance Committee. We should also inform the board that these kinds of “premiums” are available.

Anita and Ralph will work on a new board matrix.

## **6. Next Steps/Assignments:**

1. Anita, Jean and Ralph will review Board officer policies and check alignment among the Bylaws, Policy Manual and Board of Directors Handbook.
2. Ralph will contact Rosario de la Torres and Sister Mary Fran Carter.
3. Ralph will send an appropriate gift to Adrienne Jordan.
4. Committee members will continue their Diversity Recruitment assignments.
5. Anita will draft a refined Board Chair Function and Responsibilities for committee’s discussion and approval.
6. Anita will refine the board recruitment matrix including areas of expertise.

**Next meeting:** Tuesday, March 23, 2021 at 8:30 am.

**Adjourned at 9:20 am.**