



## SONOMA STATE UNIVERSITY FOUNDATION

### GOVERNANCE COMMITTEE MINUTES

SSU Foundation Governance Committee

Tuesday May 7, 2019

Salazar Hall - Administration and Finance, Conference Room A

3:00 – 4:30 p.m.

*Members Present:* David Felte (Chair), Ian Hannah, Gordon McDougall,  
Randy Pennington, Sam Brown

*Staff Present:* Kyle Bishop-Gabriel

*Members Absent:* Terry Atkinson

#### I. Opening Comments

Meeting opened at 3:02pm.

#### II. Approval of the Minutes – 2.13.19 (see 5.7.19 meeting packet)

Action: Minutes for 2.13.19 unanimously approved.

#### III. Curent Board Matrix and Participation (see 5.7.19 meeting packet)

Committee reviewed current Board matrix document. Hannah noted several Board members entering their last year for their first term. Given that their term will be ending next June, it may be an opportune time to touch base with those members and determine if they wish to continue into a second, (3) year term. An idea of reviewing Board members committee participation and attendance rate would be good benchmarks for determing term renewals.

Additional discussion occurred surrounding how to address Board members about what they can do to continue transition to a philanthropic board– either giving themselves or making connections with community members/aquaintances who can give and want to be engaged with SSU.

IV. New Board Member Nominations  
(see 5.7.19 meeting packet)

Tom Isaak was introduced to committee as a new Board nominee. Once committee approves, Isaak's nomination will be put forth to the President for ratification and then Board vote.

Action: Committee unanimously approves the nomination of Tom Isaak and to move forward for President ratification, and Board vote.

V. Potential New Board and Committee Members  
(see 5.7.19 meeting packet)

Committee ensued discussion regarding the list and what needs to be done to move people up the list and on to being nominees for the Board. Committee expressed the need for clarification of their role and what the strategy is to start reaching out to the prospects listed to move the process along quicker.

Staff agreed that a better strategy is needed and a better review of the list needs to be done by Advancement staff. Within that strategy a determination of who will be responsible for reaching out to the prospects should be included.

VI. Board Self-Assessment  
(see 5.7.19 meeting packet)

Committee reviewed copy of Board Assessment used at another CSU Foundation as a guide for discussion.

Hannah asked some inquiring questions to the Committee including the value of the special presentations at the meetings, meeting location and convenience, as well as feedback on what other questions to ask Board Members as part of the assessment.

Committee agreed that the special presentations are purposeful and help keep updates on what is happening on campus. They also agreed the current meeting location is convenient and has the easiest parking for members compared to other areas on campus.

Committee provided additional ideas of questions to ask on the assessment including asking more 'feel' questions to encourage more in depth conversations. It was also requested that Board members know that their responses would not be anonymous and would be shared at an upcoming Board meeting.

Hannah also provided a slide from a presentation at a recent conference about Board Governance which provided questions to think about when assessing the Board.

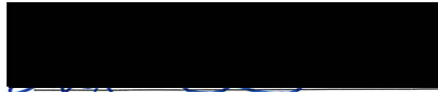
Staff agreed to submit a 'trial' survey to the Committee to review and provide feedback before submitting a final survey to the full Board.

VII. Open Items

Meeting closed at 4:30pm.



*Minutes Approved by:*  
Ian Hannah  
*Chief Operating Officer &*  
*Secretary, SSUF*



*Minutes Prepared by:*  
Kyle Bishop-Gabriel  
*Advancement/Foundation Analyst, SSU*