



**Governance Committee  
Teleconference Meeting  
Thursday, November 4, 2010**

Meeting Notes

[http://www.ocasa.on.ca/governance\\_committee](http://www.ocasa.on.ca/governance_committee)

Committee members present:

Chair: Chris Fliesser	√		
Wanda Forsythe, Seneca	√	Barbara Kelly, Conestoga	√
Rick Helman, Loyalist	√	Don Young, St. Lawrence	√
Resource: Diane Posterski	√		

**Agenda Items & notes:**

1. Welcome: Chris Fliesser welcomed everyone.

2. Board Evaluation: Meetings, Director and Board

Discussion:

- Space for comments should be added to the tools
- No process has yet been determined for reviewing the results and moving recommendations forward
- The committee section for the annual Board review can be shorted for the Board, but sent out to the individual committees for completion by their members.

AGREED that the Executive Committee should be charged with the task of reviewing board evaluations and making recommendations to the board for continuous improvement as needed.

Motion: That the Board Evaluation tools be taken to the Board of Directors for final approval, noting the addition of procedural overview, including responsibility, questions developed for the regular meeting evaluation tool, and modifications to the committee review.

Moved: Wanda Forsythe

Seconded: Rick Helman

Carried

ACTION: Diane will ensure that this is on the Board's agenda.

3. Executive Committee: Draft terms of reference

Discussion:

- A couple of minor word smithing suggestions were made and incorporated.
- The responsibility for Board evaluations noted above was also incorporated.

Motion: That the revised draft Terms of Reference for the Executive Committee be taken to the Board for final approval.

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Moved: Don Young  
Seconded: Barbara Kelly  
Carried

**ACTION:** Diane will ensure that this is on the Board's agenda.

4. New Business:  
Nomination process will be discussed at next meeting.

**ACTION:** Diane will draft some materials for this for the committee to review prior to the next meeting.

5. Next meeting: Wednesday, January 19 at 1:00 pm

6. Adjournment at 1:45 pm