Governance Committee Meeting Minutes
January 15, 2025
4:30 – 6:00 p.m.

Attendees: Kim Collister, Sara Fox-Junker (items 4 onward), Andre Tinio, Melissa Santoro
Staff: DeAnn Hunter, Chandon Griffin
Regrets: Dan Yereniuk

1. Welcome/Land Acknowledgement
Kim welcomed everybody to the meeting and provided a land acknowledgement.

2. Approval of Agenda
To approve the agenda as presented.
Melissa/Andre/Carried

3. Approval of Minutes – January 15, 2025 (attached)
To approve the minutes of January 15, 2025 as presented.
Melissa/Andre/Carried

4. CEO Evaluation Tool & Board Evaluation Tool
The CEO Evaluation tool was updated to reflect the new Likert scale. After discussion, it was agreed to make the following additional changes to the process and tool:

- Add definitions to the evaluation tool
- Reflect the following in the process:
  1) Summary of CEO/agency accomplishments for the past performance year
  2) Brief overview of CEO aspirations and/or professional development plans
  3) Things the CEO needs from the Board over the next performance year in order to be successful and for the organization to be successful
- Provide budget parameters and background to the Board related to CEO compensation
- Governance Committee to determine market information for CEO compensation (Kim will send most recent Boland; Melissa will follow-up on other potential market sources)

DeAnn noted for the Committee's information that the CEO and Board Chair meet every two weeks and some of the items (e.g. PD opportunities) are discussed during these 1:1 meetings.

The Committee agreed to update the Board Evaluation tool to add the following to the education/board development question:

- Diversity and complexity of the populations served by enCompass (intersectionality)

5. Board Skills Matrix Review

The Committee reviewed the recently completed skills matrix and agreed to add instructions to the document, as well as add criteria for the experience areas. It was also agreed to tally the ‘3’ categories.

The Committee discussed committee membership and asked that DeAnn follow-up with Marissa about the Audit Committee.

6. Board Development Day Update

May 9 has been confirmed and the hours will be finalized as soon as the location is finalized. Hosting the retreat at a partner’s location is ideal and Zebra Centre is being considered. The focus of the retreat will be on family violence and enCompass’ potential expansion in this area.

The meeting was adjourned at 5:00pm.