

# Governance Systems Committee Meeting Minutes

Tuesday, May 14, 2024

2:00 pm - 4:00 pm

Location: 1600 University Avenue W., Suite 8, Saint Paul, MN 55104

Members present via conference line (Zoomgov):

* Ted Stamp
* Jen Foley

Staff members and guests present:

* David Dively
* Shannon Hartwig

Open meeting at 2:00 pm

## Approval of Agenda and Minutes

The group approved the agenda for May 14, 2024, and the minutes for March 12, were included and approved. Motion passed by unanimous roll call vote. 2/2 members present 1 absent (Nick Volkmuth).

## Review Document “Executive Director Limitations ReportV2.doc”

The group discussed the final draft of the executive director limitation report document, and finalized the suggested edits, and will return the document to the Full Council for final approval. The group discussion resulted in the following motion.

**Action:** A motion was made by Ted Stamp to move the final draft of the executive director limitations report v2.doc to the June 2024 full council meeting, it was seconded by Jen Foley, the motion unanimously passed by roll call vote, with 2 in favor and 1 member absent (Nick Volkmuth).

## Identify next tasks to accomplish for Governance Systems committee.

The group discussed the responsibilities of the committee and the timing of meetings. We will leave every other month meetings scheduled and check in about a week prior to the scheduled meeting to identify if we have any work due before the next FC meeting.

## Next steps:

Move the document “Executive Director Limitations ReportV2.doc to the full council agenda for approval. June 2024 Full Council meeting. Shannon will contact members a week before the July meeting.

Meeting adjourned at 2:42 pm