Young Audiences Committee on Trustees

Meeting Minutes

September 14, 2017

8:45am

**Attending:**

In Person: Amy McHugh , Belinda Roll, Ann Betterton

By Phone: Sebastian Clark, Eleanor Horne, Barbara Moran

Approval of the Minutes of the July 24, 2017 Meeting

The July minutes were inadvertently omitted from the attachments so these will be approved at the next meeting.

2017 Board Evaluation Comments

There were no concerns with how the comments were assigned to committees. Ann/Amy will distribute to Committee chairs for follow-up. Will ask that they respond by the next Executive Committee meeting.

Board Meeting Areas of Focus

The COT will maintain a running list of items deemed worthy of full Board discussion. Belinda and Michele will prioritize this list and make the final decision as to what is included on the agenda. Suggested topics:

* Advocacy/Arts Ed
* Diversity (later in year after Michele and staff have had time to work through)
* Mission/Vision
* Any comments that committee chairs feel should be brought to the Board’s attention

Trustee Recruitment

There are 11 Trustees whose terms expire in 2018. Ann, Belinda and Michele will check in with each one by the next meeting

Potential exists to keep people involved on Emeritus/Advisory Boards

Barbara has spoken to Arthur Factor who remains very interested in supporting YA but is facing some personal challenges. Decided to hold off for a few months before pursuing further.

Amy, Eleanor and Michele have lunch scheduled 9/14 with Karen Collias to determine her level of interest in joining the Board.

Tom Sullivan agreed to be a Dazzle dancer and could join the Board after that

Amy will ask Sallye Clark Zinke and Jennifer ODonnell to serve on YA Committees (Finance/Audit and Dazzle, respectively)

There are no other candidates being actively recruited at this time

Ann/Eleanor involved in the Building Bridges Program which is designed to advance relationships, increase understanding, and reduce bias between Muslim and non-Muslim communities. YA has a proposal in to Impact100 (initially created for Building Bridges) to create a new program with Muslim artists. Ann reported that YA has made it through the first round of the Impact100 grant evaluation process. They will be doing a site visit in September.

Ann will ask new Trustees to complete the attributes section that was included as part of last year’s survey. Ann/Alexa will have an updated matrix ready for our next meeting.

Suggested that we look at our Strategic Plan to determine where there are gaps

COT will review matrix at next meeting and define areas of need and the open up to full Board.

Trustee Engagement

Eleanor raised the issue of expectations for meeting attendance and a discussion of how we address poor attendance.

It was agreed that Ann, Belinda, Michele would reach out to Trustees who did not seem to be fully engaged and the onus should be on us to draw them in.

The feeling was that an attendance roster would not be productive

An effort will be made to distribute minutes shortly after the meeting so that those unable to attend had an opportunity to review what was discussed. They will also be put on the portal.

Michele is organizing small group breakfasts for Trustees.

Other suggestions to further Trustee interaction included short ice-breakers at the start of each Board meeting, team-building at the annual retreat and cocktails once a year

Ann reported on the status of Advisory/Emeritus Boards. Eleanor had created a job description for an Emeritus Trustee which is available on the on-line portal.

Emeritus Trustees are meant to be those who have gone “above and beyond” in their commitment to YA

McCarter has 3-4 Emeritus Trustees; PACF about 10

Universal agreement that Trustees belong on Emeritus Board

Not a huge time commitment. At PACF they are invited to all seminars, etc and there is an annual dinner which includes current/former Trustees and significant others. This is meant to provide an update on the organization, recognize their past service, and keep them involved.

1 year lapse is meant to allow for perspective and avoid knee-jerk reaction

The Advisory Committee would bring unique skills to the organization. Thought is there would be about 6 to start. Ann would be liaison. Meet once a year.

Potential candidates to include Board members that are about the leave and/or individuals with technical expertise that don’t want to be locked into meetings and/or fiduciary responsibility. Responsibilities to include reviewing documents, helping with grants, fundraising etc.

Ann will draft a list of candidates. Will share with Board in November, approach in January, bring on in June.

On-Line Portal

Everything is there. Biggest challenge is Board usage.

New Trustees were given information at orientation. Will add as an option to obtain Board meeting materials while keeping the existing paper option.

Barbara cautioned that we be sure to keep confidential documents off the portal (Trustee candidate list, financial information, etc)

The meeting was adjourned at 9:50am