**Board of Trustees Governance Committee**

**Wednesday, July 5, 2018, 9:00am**

**Muzzey Room, Saunders House**

**2 Dale Avenue, Gloucester, MA**

**Attendance**: Fran Aliberte, John Brennan, Fred Cowan, and Library Director Deborah Kelsey

**Not present**: n/a

1. 9:15 Call to order. This meeting is being recorded.

2. Welcome and introductions.

3. Approval of the Minutes for June 6, 2018. Fran moved the minutes be approved as presented. Fred seconded and the minutes were approved unanimously.

4. Discussion/Reports

1. Mentoring new Trustees
	1. Need to formalize the process
2. Resignation of Secretary, Kecia German
	1. A couple of people have expressed interest. Deborah will send an email in advance of the next Board meeting asking interested people to let John know.
3. Nominations for Board of Trustees
	1. Deborah has a list of names she will share with the Governance Committee.
4. Items not reasonably anticipated by the Chair 48 hours in advance of the meeting.
	1. Will look at consolidating committees. Deborah feels she needs to spend more time on staffing issues and concerns and less time on committee support. She would like to have someone take on Board and committee postings, etc.
	2. Practicality of forming a new 501(c)3 foundation: will check with Simon, who was originally charged with the question; bring it before the Board.

5. Next meeting. August 1, 2018

6. 9:32 Adjourn

**Actions Summary**

Deborah will send an email in advance of the next Board meeting asking people interested in the Secretary position to let John know.

Deborah has a list of suggested names for the Board of Trustees she will share with the Governance Committee.