

WACOSA  
Board of Directors Meeting  
Agenda  
Location: Virtual  
5/18/2020

Board Chair Report

- Review / approve current meeting agenda
- Review / approve minutes from 2/24/20 meeting
- Document status update
  - o Board Charter – Update to allow 21 Directors (consistent with Bylaws) – MTA
  - o Governance Practices
  - o Bylaws
  - o Memo of Understanding to replace Exec Limitations Policy – to be drafted by exec committee
- Approved Signers for 2020
- Committee Membership

Committee Reports:

- Finance:
  - o February and March 2020 Financial Statements - MTA
  - o Update on 2019 Financial Audit
  - o External Finance Committee Member – MTA
  - o On-line vote for SBA PPP loan (April 8<sup>th</sup> & 9<sup>th</sup>)
- Program
  - o Update on committee work
- HR
  - o Update on committee work
  - o ED Performance Review – update on process and timing
  - o ED Job Description – as of 2/24 meeting, document in final edit by Steve Howard
  - o Review of employee protection and safety
- Development
  - o Update on committee work
  - o Discussion of plan to address Gift Acceptance Policy
  - o Update on grants received
  - o Update on fund raising activities

- Marketing, Communication & Advocacy
  - o Update on committee work

#### Executive Director Report

- Update on response to COVID-19
- Brainstorming minutes
- 2019 Outcome Measurements Report

#### Executive Session

- Board Self Evaluation
- Update on Committee Deliverables
  - o Charter Fine Tuning
  - o KPIs
  - o 2020 Objectives
  - o Committee Calendar