

Governance Committee Report – 11/17/2020

**Tasks Accomplished Since Last Report (10/06/2020)**

* Planned/Developed Board of Directors Orientation (11/21/2020) in conjunction with General Chair [SF Key Area: Education/SG - Create Board Orientation]
	+ Determined topics to be covered, timeframe necessary, and date for orientation
	+ Pre-orientation online training to be completed by all BOD members
		- LSC Leadership Training
		- Robert’s Rules Made Simple
	+ PowerPoint presentation created and presenters determined
	+ Updated Board of Directors Manual
	+ Thanks to Ingrid Briant and Ken Ebuna for spearheading the PP and Manual efforts, respectively
* Planning/Developing BOD Strategic Framework Planning Session in conjunction with General Chair [SF Key Area: Governance/SG - Enhance the LSC board development procedures]
	+ Reviewed latest Strategic Plan 2014-2019
	+ Confirmed date (1/9 @ 0900) and booked Jane Grosser, USA Swimming LSC Services Senior Manager, to assist with process of creating new/revised five-year strategic plan
* Continued to field governance questions from BOD officers/members/committees
* Elected new chair – Ken Ebuna; chair is elected each year after HOD election

**Tasks to be Undertaken**

* Assist in conducting BOD Orientation on 11/21/2020 [SF Key Area: Education/SG - Create Board Orientation]
* Conduct autopsy of BOD Orientation to help improve upon for next year [SF Key Area: Education/SG - Create Board Orientation]
	+ Was orientation useful? What topics should be added or deleted? Was amount of time sufficient? What topic/training was most beneficial? Etc.
* Meet with General Chair and Jane Grosser (late NOV/early DEC) to discuss/determine format for upcoming January Strategic Framework Planning session and how Committee can best assist [SF Key Area: Governance/SG - Enhance the LSC board development procedures]
* Continue to update Board Manual and make necessary changes to Policy & Procedures [SF Key Area: Governance/SG Enhance transparency of the Board of Directors]
* Review Policy & Procedures manual for other possible revisions [SF Key Area: Governance/SG Enhance transparency of the Board of Directors]
* Explore creation of Governance tab for the website [SF Key Area: Governance/SG Enhance transparency of the Board of Directors]
* Post upcoming elections for October 2021 along with job descriptions and solicit interest from membership [SF Key Area: Governance/SG - Enhance the LSC board development procedures]
* Meet BOD members individually or in small groups to discuss strengths/weaknesses of the board [SF Key Area: Governance/SG - Enhance the LSC board development procedures]

**Action Items**

* None at this time.