

**NORTHSHORE SENIOR CENTER
BOARD OF DIRECTORS MEETING – AGENDA - 12/7/21**

5:30pm	Call to Order Board Member Roll Call Welcome Guests and New Board Member Intros	Suzanne Greathouse
5:45 pm	Approval of Consent Agenda: Meeting Minutes	Suzanne Greathouse
5:50 pm	Vote for 2022 Board Officers – voting by current Board members via ZOOM Chat feature, with votes sent to Nathan for tally.	Suzanne Greathouse
6:00 pm	CEO Report & Mission Moment - Janet (Social Services)	Nathan Phillips
6:20 pm	Committee Reports: Finance – Bing, Governance – Nora, Audit – Carolyn, Advisory – Liz/John	Committee Chairs
6:30 pm	<p>Business</p> <p>New Board Member Tours & Onboarding – Center tours in December are required for new Board members and recommended for existing. Nathan will send out a list of dates and times to all. During this visit Board members can get membership cards, sign forms, etc.</p> <p>Board Mentors: Arnold – Bing, Barbara – Nora, Kenny – Bruce, Rajat – John, Foram - Suzanne</p> <p>Board Bios – Board members must send Nathan bios with photos by end of December so they can be posted to NSC website in January.</p> <p>2022 Committees: Governance, Audit, Finance, Nominating. NO Fundraising Committee – Nina will work with Board members to chair specific drives/events, etc.</p> <p>Advisory Council – Propose Barbara is Board liaison and AC Chair; she may invite a different Board member to attend monthly meeting to become familiar with AC members and hear input from membership. Barbara will transition from Chair when AC at full capacity.</p> <p>Ex-Officio role – Propose role for NSC partner who serves in key role with a community organization or institution and who also has expertise needed for a specific Board/Committee task or initiative. Person will serve in this role until task or initiative is complete. This is a non-voting position.</p>	Suzanne Greathouse

	<p style="text-align: center;">Proposed 2022 Work Plan</p> <p>January: Board Orientation – Existing Board members invited to get a refresher. In person – either in the evening or weekend. 2 hours.</p> <p>February Board Retreat – All Board members required to attend. Will be held at a surprise location. FUN – EDUCATIONAL – Staff involvement. 4 hours.</p> <p>2022 Task Force (Board, Staff, Ex-Officio)</p> <p>Accounting Best Practices – Identify and train Board on their role. Ensure policies and procedures are being followed. Develop scorecard.</p> <p>Audit – Hire an audit firm, ensure we have audit policy and procedures documented, ensure audit related procedures are being followed.</p> <p>Strategic Planning – Reassess our mission and vision based on learnings from covid. Review Budget related to revenue and expenses to determine gap, outline what we need to add/delete/change from what we are doing now.</p> <p>NPRSA (Northshore Parks and Recreation Services Area) & Capital Repairs – Ensure NPRSA Capital improvements support Center needs and priorities, especially related to revenue generating programs and events planned for this year.</p> <p>DEI (Diversity, Equity, Inclusion) – Review current efforts/policy and make suggestions that include additional programs/services we could adopt to achieve greater outreach to underserved communities. Promote DEI within Board and Community.</p> <p>Sport Court – Assign Board members to partner with staff to create a scope of work, cost estimate, calendar for the project. Document additional funds needed, impact on Center, identify potential uses and associated revenue. Promote Fundraising that is focused on donations outside our usual donor base.</p>	
7:00 pm	Other Announcements	All
7:15 pm	Adjourn	Suzanne

Next Board Meeting - January 25, 2022, 5:30pm
Location: Northshore Senior Center