

**Martin House Inc./TRCS
Governance Committee Meeting Agenda
January 29, 2025**

Next Meeting: February 26, 2025 @ 4 pm

Attendees: Michael Vaz, Sheila Coleman, Jon Maderia, Debra Eskra

AGENDA

Review of Minutes:

- a. Minutes from the December 2, 2024 meeting have been submitted for review and distributed to full BOD.

Old Business

- 1. Updates on new board member resources and recruitment efforts:
 - a. Board member recruitment letter draft:
 - i. Development committee would like to make final edits and submit to Governance for review in February.
 - b. PP for new board member packet inclusive of the following items:
 - i. [MH Program Overview](#)
 - ii. RFL Overview
 - iii. Transitions Program Overview

New Business

- 1. ED evaluations are coming up, templates need to be identified
- 2. Discussion: possible position for new board members
 - a. Both organizations need Secretaries
 - i. MH will document BOD meeting minutes in the interim. Using Teams transcript has been helpful in this regard.
 - b. Nominating Committee
 - c. Finance due to 2 board members completing their terms this year

Thames

1. The Development Committee is working on an annual event. Board members have assisted with identifying several possible venues and will provide additional support with cost analysis. This year's theme is "***Pathways to Hope and Empowering Lives.***" Date is TBD but the event is slated for early May. Live entertainment, 360 photo booth, and beverage options are being considered. Next development meeting is 2/5/2025.
2. Discussion about removing the DEI statement from the website in response to the Executive messaging from the Administration regarding federal funding. Several federally funded entities experienced temporary loss of funding this week. Thames stands firm on its commitment to supporting residents and staff. ED will review current grants to ascertain the potential impact if the executive order stands.
3. ED is maintaining a presence on social media platforms to highlight cultural events and current events at Thames resulting in a positive response and increase in followers.
4. ED raised the question of several holidays not being recognized as paid holidays. Currently there are 6 paid holidays, MLK Day is not among them.
 - a. ***Governance will review the current policy and bring this to the Finance Committee.***

Martin House

1. Annual Conflict of Interest due
 - a. Historically this has been completed in June. Governance recommends reviewing and updating the calendar of annual tasks to avoid missed opportunities.