

**Martin House, Inc.**  
**Governance Committee Meeting**  
**December 29, 2021**

**AGENDA**

1. Review of Minutes
2. Old Business
3. New Business

Next Meeting: January 26, 2022, Virtual via Teams

Attendees: Kathy Allen, Sheila Coleman, Mat Lisee, Eric McDermott, Jon Maderia, Marilynn St. Onge

**Review of minutes**

- Board Governance and Equity Training
  - Team attended the Chamber of Commerce of Eastern CT two-part, virtual training series which took place virtually on 12/1 & 12/8 from 3 to 4:30 pm
  - Equity Training Survey: <https://lp.constantcontactpages.com/sv/x9ujSQW>

Training Takeaways:

Shared Accountability; understanding the role of the Governance Committee and the larger Board in relation to the Executive Director

Self-evaluation; as a group and as individuals

Board service; ongoing education about the population we serve and the alignment our mission

Duty of Care & Duty of Loyalty

Best Practices:

Understanding the position and authority of the Board

Bylaws should be reviewed every 3 years at a minimum

- Kathy will share the slides from the first section of the training with the larger Board

- Covid Policy Drafts
  - Jon has identified the current OSHA policy as the guiding template for upcoming draft for Martin House Covid Policy
  - Committee discussed their concerns about how a mandated policy may be received by existing staff who are not vaccinated
  - Committee discussed the need to implement corrective measures in case of noncompliance
  - Committee discussed accommodations and exemptions
    - Draft will be completed and submitted to the Governance Committee for review at next meeting