

 <p>COMMUNITY POWER COALITION OF NEW HAMPSHIRE</p>	GOVERNANCE COMMITTEE – MINUTES	
	Meeting Type:	Regular Meeting
	Meeting Location:	10 Main Street, Harrisville, NH
	Meeting Date:	Monday, 5 June 2023
	Meeting Time:	Noon CPCNH.org and at Harrisville Post Office

Attendees, in person	Attendees, virtual (unable to attend in person due to logistical inconvenience)
<ul style="list-style-type: none"> ● Committee Chair Andrea Hodson, Harrisville Director ● Andrew Maneval, Harrisville Member Rep ● Mark Terry, Westmoreland, Member Rep <p>Others: Erica Saunders (Member of the Public)</p>	<ul style="list-style-type: none"> ● Terry Clark, Cheshire County Director ● Joseph Lamattina, Newmarket Director <p>Others: Brian Callnan (CPCPNH CEO); Henry Noel (Berlin Member Rep and Committee Resource); Lisa Sweet (Member, Executive, Member Engagement Committees); Henry Herndon (Consultant)</p>

Proposed Agenda Welcome, Roll Call
 Agenda, Minutes
 Committee organization, priorities /c
 Next meeting (Schedule)
 Adjournment

Attendance, Agenda, Minutes (5/16). After Hodson called the meeting to order at noon and conducted an attendance rollcall, Members voted unanimously to approve the Proposed Agenda and the 5/16 Meeting Minutes as prepared. Both votes were moved by Maneval, seconded by Terry, and passed without objection.

Governance. Members continued deliberation about the Committee’s role and start point for its work, noting

- As the CEO assumes his leadership role and installs his team, the Board can transition from providing hands-on operational support to strategic guidance and oversight. This may be a 6-to-12-month process
- The Committee can focus its effort on supporting efficient and healthy Board and committee operations, using the JPA description as a point of departure to draft a charter for how it will do so
- A board handbook could be useful as a framework and/or checklist: what’s in place, what needs to be added
- Depending on what’s needed, subject matter expertise is important, and more broadly and as important is Members’ common sense, enthusiasm, passion for mission, and availability to prepare for, attend, and contribute to Board and committee work
- The Committee will consider how much work effort is required to keep the Board and committees organized and healthy over time
- The team will need to take stock of critical areas of activities, how or what committees are focused on, how work across committees can be coordinated, and such in order to make appropriate recommendations. For example, how Board and Member Meetings are planned and organized; how new Board members are oriented to their Board and committee roles.

Next actions.

1. Review available committee charters and JPA descriptions (Hodson will request/share)
2. Create a Governance Committee charter discussion document (Hodson will create/share a work document)
3. Call Members whose municipal entities have not yet processed their respective JPA Amendments (this will enable the Board to consider Governance’s recommendation to increase Committee membership from 6 to 9 members) (Hodson will create a sign-up sheet)

Meeting schedule and Adjournment. The team set the next meeting for noon, Monday, 19 June, agreeing to work out a regular meeting schedule offline by digital survey, before adjourning at 1pm.