

 <b>COMMUNITY POWER COALITION OF NEW HAMPSHIRE</b>	GOVERNANCE COMMITTEE – MINUTES	
	Meeting Type:	<b>Regular Meeting</b>
	Meeting Location:	<b>705 Chesham Road, Harrisville Town Hall, NH</b>
	Meeting Date:	<b>Monday, 24 July 2023</b>
	Meeting Time:	<b>9am (posted CPCNH.org and Harrisville Post Office)</b>

Members, attending in person	Members and others, attending virtually	Members, absent
<ul style="list-style-type: none"> <li>● Committee Chair Andrea Hodson, Harrisville Director</li> <li>● Andrew Maneval, Harrisville Member Rep</li> <li>● Mark Terry, Westmoreland, Member Rep</li> <li>● Terry Clark, Cheshire County Director</li> </ul>	<ul style="list-style-type: none"> <li>● Member, Joseph Lamattina, Newmarket Director</li> <li>● Brian Callnan, CPCNH CEO</li> <li>● Clifton Below, CPCNH Board Chair</li> <li>● Henry Noel, Berlin Alternate Rep</li> </ul>	<p>April Salas, Hanover Director</p>

**Proposed Agenda** Welcome, Roll Call  
 Agenda, 7/10 Minutes  
 JPA Amendments, updates  
 Committee Charter  
 New and Other Business  
 Adjournment

**Attendance, Agenda, Minutes (7/10).** After Hodson called the meeting to order at 9am with in-person quorum fully established, Members voted unanimously to modify and then approve the Proposed Agenda to include the Board Report and future meetings schedule, and to approve the 7/10 Meeting Minutes as prepared. Both votes were moved by Terry, seconded by Maneval, and passed without objection.

**JPA Amendments.** Members reported with updates and follow up actions to bring all Member Municipalities current with the Board’s proposed JPA Amendment, noting that Maneval will draft a “JPA Amendments process” for the team’s deliberation in August.

**Committee Charter.** Members discussed further modifications to the draft, and agreed the resulting Proposed Charter was ready for presentation to the Board. Most notably,

- The process and timing for Board self evaluation will be developed
- The Committee will prepare a report on Board governance topic(s) for the Annual Member meetings
- Attention to the “tone and spirit” of the Board experience is tantamount to “Board culture and effectiveness”
- Changing the added role “Secretary” to “Clerk” avoids confusion with the Board Secretary role
- Agreeing that “Board Reports” will be added to Board packets when there has been activity to report
- Meetings will be scheduled in connection with fulfilling the Committee’s role, and agendas and discussion documents will be distributed in advance as possible

**Board Report.** Members agreed the report should recap the June-July meetings and include the Proposed Charter. Hodson will follow up to submit these to the CPCNH Chair timely.

**Meeting Schedule.** Whereas the Committee had settled a monthly schedule for the first Mondays, these are holidays in September and October, and so the team agreed to reset monthly meetings for the third Mondays. The next meeting is planned for 10:15am, Monday, 21 August, in Keene (County Hall, 12 Court Street). Hodson will update the meeting notice at CPCNH calendar.

**Adjournment.** The team adjourned at 10:03 am on Clark’s motion and Maneval’s second and without objection.