



AGENDA  
**Nominating Committee Meeting**  
**March 28, 2018 / 6:00-8:00pm**  
 Ten Pin Building - 793 K Street, Arcata

**Outcomes:**

- Approval of draft minutes from February meeting
- Agreement on questions to include with the board application
- Understanding to whether to change employee elections
- Clarification of election notification language in Board Policy Manual
- Agree on next steps for reviewing election materials
- Decision whether to include a conflict of interest in the application materials
- Understanding of methods to recruit board members
- List of what should be included in board orientation

	What	How	Outcome	Who	Minutes	Time
1.	<b>Welcome and Review</b>	- Introductions - Check for additions or changes to the agenda	discussion	Cheri	5	6:00-6:05
2.	<b>Approve Minutes</b>	- Ask for consensus on approval of the February 2018 minutes	action	all	5	6:05-6:10
3.	<b>Application Questions</b>	- Review draft questions to include with board application.	action	all	15	6:10-6:25
4.	<b>Election Process</b>	- Discuss idea of employees running with the General Election and eliminating employee candidate approval	action	Melanie	25	6:25-6:50
5.	<b>Posting Election Results</b>	- Review policy language on when election results are posted and possibly clarify language	action	Cheri	10	6:50-7:00
6.	<b>Election Materials</b>	- Do we want to change election material format?	action	Cheri	5	7:00-7:05
7.	<b>Conflict of Interest</b>	- Review COI forms filled out by the board - Decide if a conflict of interest form should be included with the board application	discuss action	Cheri	10	7:05-7:15
8.	<b>Board Recruitment</b>	- Brainstorm ways to increase recruitment	discussion	all	15	7:15-7:30
9.	<b>Board Orientation</b>	- Discuss orientation structure and what topics should be included during orientation.	discussion	all	20	7:30-7:50
10.	<b>Agreements</b>	- Review consensus and decision items, including recommendations to the board - Agreement on next NC meeting date	discussion	all	5	7:50-7:55
11.	<b>Next agenda items</b>	- Review potential agenda items	discussion	Cheri	5	7:55-8:00

**Next Meeting:**

- April 26, 2018 (Review application materials)

**Floating Items:**

- How many employees should be allowed to hold a board seat?
- Policy for when a board member becomes an employee