**RMHC Governance Committee Meeting – Fri. October 2nd @ Noon on Teams**

Attendance: Kim Coffey, Karen Jolley, Theresa Critchfield, Allen Bible, Tripp Stephens, Tiffany Commons, Farin Cloyd, Mike Brown, Melanie Farrell

1. September minutes approval:
    a. Karen moved,
    b. Allen seconded,
    c. Minutes pass unanimously
2. Board tracking spreadsheet lives on sharepoint and is not accessible on the board website – Farin will add an October updated PDF version
3. Board code of conduct –the committee voted to remove last year and was recirculated to see if we wanted to add it back in. Current consensus is that the committee does not see it necessary to add it back. The policy will remain retired.
    a. For Pat – please update policy review plan to remove retired policies
4. Policies review
    a. Tripp confidentiality verbiage on B.1.8 - Theresa and Karen to discuss protective language for RMHC
    b. B.2.2 - What are the Fund Advancement Policies and Procedures, or what guidelines do we have for 3rd party guidelines? Karen suggests it would be helpful to cite a specific policy if one exists. Per Tiffany, we don't seem to have Fund Advancement Policies and Procedures on file. The wording will be changed to "3rd-party fundraising form and other applicable policies and procedures." The fundraising form has never been formally reviewed and approved, just updated each year. Melanie suggests we look at having the Audit committee review, then pass to Governance to make sure everyone is aligned.
    c. No changes to most policies in review cycle.
    d. Karen will work on the B.1.8 Revision
    e. Theresa will work on the 24-hour Onsite Management Revision & other small grammatical changes.
    f. Kim will review the Healthcare policy to make sure still looks good.
    g. Melanie will research and follow up with Pat on the code of conduct. It seems to have been removed with the intent to make it a broader board code of conduct rather than including staff and volunteers.
    h. Theresa, Melanie and Farin should meet offline to make sure we are all working off of the correct, most updated documents to stay on track.

i. At the board meeting in December, Theresa would like to report on board member recruits. Board members are encouraged to submit recommendations.