

**Governance Committee Meeting  
Heart of Florida United Way  
1940 Traylor Blvd. Orlando, FL, 32084**

**Thursday, June 5, 2014  
2:00 p.m.**

**MINUTES**

**MEMBERS PRESENT:** Robert Brown, Greg Beliveau and Eric Jackson

**MEMBERS ABSENT:** Wendy Brandon

**STAFF PRESENT:** Pam Nabors and Kaz Kasal

**WELCOME & CHAIR'S REMARKS**

Mr. Brown called the meeting to order at 2:00pm and welcomed those in attendance.

- Roll Call/Establishment of Quorum  
Ms. Kasal reported that there was a quorum present.
  
- Public Comment  
None Offered.

**APPROVAL OF MINUTES FROM PREVIOUS MEETING (2/12/14)**

After review, Mr. Jackson made a motion to approve minutes from 2/12/14 Governance Committee Meeting. Mr. Brown seconded, motion passed.

**INFORMATION/DISCUSSION ITEMS**

1. Board Demographics and Characteristics

The committee reviewed the document entitled "CareerSource Central Florida Demographic Comparison: Board vs. Community Served." The committee commented that based on the data from this document, minority groups are underrepresented on the board. The committee discussed different options to outreach to the target group to generate a pool of candidates. Ms. Nabors added that the Community Engagement Committee can be charged with this outreach as they are in the process of creating an ambassador program.

The committee also reviewed the document entitled "CareerSource Central Florida Board of Directors Education and Areas of Expertise" – Mr. Brown suggested that this document be distributed at the next Board meeting so each Board member can review their information and provide any additional input.

2. Review of Board Roster – Appointments/Re-appointments / Process

Ms. Nabors referred to the “CareerSource Central Florida Board of Directors Proposed Roster” and indicated that those board members highlighted in yellow are the 3-year term renewals (7/1/14 to 6/30/17) and the two highlighted in green are new proposed members. The committee reviewed and concurred to bring this proposed roster for Consortium review and approval at the 6/20/14 Joint Consortium/Board meeting.

3. Slate of Officers - Proposed

Chair, Wendy Brandon  
Vice Chair, Eric Jackson  
Treasurer, Bill Merck  
Secretary, Greg Beliveau

**Mr. Beliveau made a motion to nominate and bring the above listed slate of officers to the Board for their review and approval. Mr. Jackson seconded, motion passed.**

4. Review of Board Evaluation Results

The committee reviewed the results from the board evaluation survey, which resulted in an overall very satisfied/satisfied feedback from the Board. The committee reviewed and discussed the few areas of dissatisfaction and brainstormed ideas to improve.

Mr. Brown asked that the board survey results be included in 6/20/14 Board meeting packet.

5. Next Steps – Strategic Planning

The committee reviewed and discussed strategic planning and concurred that the next steps would be to craft a more in-depth and comprehensive strategic plan (performance-based/business focused), building from the three strategic goals developed at last year’s Board retreat. The committee also concurred that Mr. Brewer should again facilitate the next Board retreat, if he is available. Ms. Nabors will coordinate a meeting with Mr. Brewer over the next few weeks.

There being no other business, the meeting was adjourned at 3:08 p.m.

Respectfully submitted,

Kaz Kasal  
Sr. Administrative Assistant