

EXECUTIVE COMMITTEE

March 13, 2013

MINUTES

PRESENT

Mark Higgins, Chair
Larry DeBoer
Anila Guruji
Marjorie Heller

STAFF

Diane Anand
Melinda Sullivan
Dr. Sharon Shueman

CALL TO ORDER

The meeting was called to order at 12:00 pm.

APPROVAL OF MINUTES

The minutes of February 13, 2013 were approved by consensus.

ARCA – DRAFT STRATEGIC PLAN

Ms. Anand reminded the Committee that the Executive Staff was charged with reviewing the Draft ARCA Strategic Plan and that recommendations would be brought back to the Committee for review. Ms. Anand advised the Committee that they could find an initial draft of the input on the table for review and discussion. Dr. Shueman walked the Committee through the document. The Committee was in agreement with the progress of the input as presented. Ms. Anand advised the Committee that the document would be finalized and sent back to the Committee for review prior to sending it to ARCA.

LEGISLATIVE VISITS

Ms. Anand advised the Committee that staff have identified the 8 legislators within the Center's catchment area and will be sending out requests for appointments.

REVIEW OF BOARD SELF-ASSESSMENT

The Committee reviewed and discussed Section 7: Provide Oversight.

The Committee had no recommendations. Mr. Higgins will remind the Board of the efforts taken by the Executive Committee on Succession Planning and implementing the new tool in the evaluation of the Executive Director.

The Committee reviewed and discussed Section 8: Board Structure.

The Committee had no recommendations.

These sections will be presented to the Board at the March meeting.

ADMINISTRATIVE AFFAIRS COMMITTEE

Ms. Anand shared her concerns with the Committee on the pending Driver's Policy which was reviewed by the Administrative Affairs Committee. The Committee engaged in a conversation regarding Committee protocol in reviewing and making recommendations on the Center's policies. After discussion, the Committee agreed that the document could be reviewed by the Board in March.

ADJOURNMENT

The meeting was adjourned for executive session at 1:22 p.m.

/fl