

**BFCCPS Governance Committee Minutes**  
**March 31, 2009**  
**BFCCPS Library**

In attendance: Lori Clements, Anna dos Santos, Joe Perna, Tim Tracy

Meeting began at 7:40pm

The Open Meeting Law and how it applies to Board committees was briefly discussed.

The minutes from the February 24, 2009 Governance Committee meeting were reviewed and unanimously approved.

The new policy on “Public Disclosure of Student Information” was reviewed. Various small changes were recommended. Tim will update the policy and present it to the full Board of Trustees at the April 8, 2009, meeting for approval.

Next the group reviewed the status of several items:

- Policy 0001 – Board Rules – Tim will ask the Trustees for input on any needed changes. This needs to be compared to the bylaws and any overlaps should be removed from this policy.
- Policy 0002 – Nomination and Election of Board Members – wait for recommendations from the Elections Task Force
- Policy 0015 – Logo – Tim will meet with Lisa and the PR Committee
- Policy 0022 – Budget Amendment Procedures – will be reviewed at the April 3 FinCom meeting. Discussed increasing the 5% threshold to 10%. No final decision made.

Anna requested a brief discussion on the topic of managing committee documents, including minutes. An overall document flow was outlined where the committee member creating the document would send it to the committee chair, who would then be responsible for sending it to the Webmaster for posting online. The Webmaster would save documents in the original Word format as well as in PDF format. Anna will draft policies and procedures for inclusion in Policy 0001 – Board Rules.

Meeting adjourned at 9:15pm.