



**BOARD OF DIRECTORS  
GOVERNANCE COMMITTEE  
Monday, September 28, 2020  
By Teleconference**

**4:00 PM**

**DRAFT MINUTES**

Present: Chair Diana Pelletier, Frank Gifford, Prabhas KC, Betsy Paterson, and Sean Vasington

Staff: Cynthia van Zelm

**1. Call to Order**

Chair Diana Pelletier called the meeting to order at 4:04 pm.

**2. Public Comment**

There was no public comment.

Per a request from Prabhas KC, Ms. Pelletier made a motion to add a discussion about a QR code to establish easy ordering for downtown restaurants. Betsy Paterson seconded the motion. The motion was approved to discuss as new Agenda Item 8.

**3. Approval of August 24, 2020 Minutes**

Ms. Paterson moved to approve the minutes as presented. Frank Gifford seconded the motion. The minutes were approved unanimously.

**4. New Board members**

Ms. Paterson said she had approached two people about serving on the Board. While they were interested, they declined at this time due to family commitments.

Ms. Pelletier said Committee member Steve Bacon would make contact with a prospective Board member when he returns from out of state.

Ms. Pelletier will reach out to E.O. Smith High School principal Lou DeLoreto regarding ideas for other prospective Board members. Mr. KC will reach out to E.O. Smith alums.

The Committee wants to also focus on additional business owners or representatives to serve

*Page 1 of 2*

on the Board. Cynthia van Zelm will approach a business representative she has in mind.

## **5. Annual Meeting, President Succession, and Governance Issues**

The Committee discussed the idea of pursuing an annual meeting in this calendar year, which would be more focused on a business meeting to address voting on Board members and Bylaws' changes. Ms. Paterson said she hopes a recognition of past Board President Steve Bacon can occur in the spring when people can meet in person.

The discussion of an annual meeting will be discussed with the Board at its October 1 meeting.

The Committee agreed to present to the Board the previously discussed potential Bylaw changes related to process to nominate committee members, if the Presidency positions is vacant, and if any emergency provisions are needed such as COVID-19.

## **6. Review 2020-2021 Work Plan**

The Committee had no changes to the proposed 2020-2021 Work Plan.

## **7. Review of Board Engagement/Activity Grid**

The Committee briefly reviewed the Board Engagement/Activity Grid

## **8. Review of QR code and restaurant menus**

Mr. KC suggested that the Board pursue the idea of seeing if the restaurants downtown would be interested in adding QR codes to their systems so patrons would not need to touch menus. The Partnership could help implement this process. He said there is a platform that provides these services at a cost of \$12.50 a month for 50 QR codes.

Mr. Gifford said it would be advantageous to be able to track how often a particular QR code is used. Mr. KC said he thought one could see how many times the codes were scanned.

Mr. KC will bring up this proposal at the next Board meeting.

## **9. Adjourn**

Ms. Paterson made a motion to adjourn. Mr. KC seconded the motion. The motion was approved. The meeting adjourned at 5:06 PM.

*Minutes prepared by Cynthia van Zelm*

