

Executive Committee Meeting
Wednesday, January 15, 2025 at 10 am via Zoom

Present: Beth Sullivan, Jeanette Fregulia, Lynda Grande, and Mary Hernandez.
Staff: Jill Baker

Beth welcomed everyone and called the meeting to order at 10:00 am. A quorum was present.

Discussions:

Governor's appointees: Beth reviewed the current process for board appointments from the Governor's office. Jill reported that she emailed the Governor's office on Monday to inquire about his appointments for his second term in office and to inform him that the current appointees have expressed interest in serving a second term. Jill will keep the board informed as soon as she hears back from Governor's office.

2025 Calendar for Board Standing Committees: Jill shared a draft of the 2025 Board Calendar for the executive committee to review. As meetings are scheduled, she will fill in the dates. She recommended two changes to the committee calendar this year. First, Jill recommends that the Executive Committee meet on a monthly basis. This will help address the recommendation from the ED evaluation to stay in regular communication with the board between meetings and provide an opportunity for increased coordination and alignment with committee work throughout the year. Mary expressed a concern that frequent meetings could cause the rest of the board to perceive that the executive committee is making decisions without full board approval. After some discussion, the executive committee decided to move forward with monthly meetings for at least 6 months and then re-evaluate to determine the frequency necessary. Moving forward, the Executive Committee will meet at least 3-4 times per year to prepare for each board meeting. Jill's second recommendation is to hold a regular virtual board meeting in December each year to review the end of year financials and make budget adjustments if needed. Five months between the Fall and Winter board meetings creates a gap in communication and has resulted in calling special meetings in December for the past two years. The executive committee asked the Governance committee to consider this recommendation for December 2025.

Metrics/Dashboard development

Jill has been working with staff to determine metrics for each department for an organizational dashboard. Beth requested a year over year comparison in addition to quarterly and annual metrics. Jill is working with staff to ensure that the metrics reported will be able to offer the year over year comparison, but that it is also important that they are comparing apples to apples. With the recent 100% staff turnover, the data comparisons may be limited to the last 2-3 years. However, we will be able to expand that reach moving forward as the staffing stabilizes and there is more consistency in data collection. The dashboard will be included in the winter meeting board notebook.

Fundraising updates:

Jill reported that she has been meeting with local foundations to determine their funding priorities and how HM's programs may fit with those priorities. Additionally, the annual appeal letter has raised nearly \$14,000 in unrestricted funds for FY25.

Executive Director Evaluation – The 2024 evaluation report will be shared with the board during an executive session at the February board meeting. Beth is planning to better align the 2025 ED evaluation process with the budget process. She and Jill are drafting a timeline to share with the executive committee and board.

Committee priorities for 2025

- **Governance** - align all committee descriptions in bylaws; consideration of a regular virtual December board meeting; nominations for 2026
- **Grants** – Business as usual
- **Finance** – FY25 Budget Adjustment; new auditor
- **Executive** - Policies Manual review for 2025

Winter Board meeting agenda

Jill gave a brief overview of the February board meeting agenda. A tour of MSU's American Indian Hall has been confirmed on Friday afternoon. A group dinner is tentatively planned at the Rib and Chop House with speaker Philip Page performing Cowboy poetry and storytelling. Saturday's business meeting will take place at the hotel. A full draft agenda will be presented to the Executive Committee in early February.

Beth thanked everyone for their time. Jill will be in touch to schedule the next EC meeting. Meeting was adjourned at 11:01 am. JB