

ElderSource (Area Agency on Aging)
Board of Directors
Governance Committee Meeting
Thursday, February 27, 2020, at 3:30 PM
Training Room
ElderSource
Jacksonville, Florida
<https://zoom.us/j/171835859>

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|-----------------------------|------------------|
| 1. Welcome | Sue Krall, Chair |
| 2. Approval of Minutes | Sue Krall, Chair |
| 3. Board Terms | Sue Krall, Chair |
| 4. Board Attendance | Sue Krall, Chair |
| 5. Board Mentoring | Sue Krall, Chair |
| 6. Board Member Recruitment | Sue Krall, Chair |
| 7. Adjourn | |

ElderSource (Area Agency on Aging)
Board of Directors
Governance Committee Meeting
Tuesday, December 3, 2019, at 3:00 PM
Training Room
ElderSource
Jacksonville, Florida

Minutes

Present:

Dr. Sue Krall, Chair (via Zoom)
Walette Stanford
Janet Adkins- (via Zoom)

Staff:

Linda Levin, Chief Executive Officer
Jessica Del Rio, Executive Administrative Assistant

Call to Order

Dr. Sue Krall, Chair, opened the meeting of the Governance Committee at 3:05 P.M. A quorum was present.

Approval of Minutes

Janet Adkins moved approval of the minutes of the October 23, 2019 and November 3, 2019 Governance Committee Meeting minutes. Walette Stanford seconded the motion. The motion carried without opposition, and the minutes were approved as submitted.

Board Policy and Procedures Review

The Committee reviewed the following policy and procedures:

1. Committee Attendance
2. Code of Ethical Conduct
3. Confidentiality
4. Conflict of Interest
5. Honorary Lifetime Membership
6. Board Member Compensation
7. Recruitment
8. Self-Evaluation
9. Board Member Mentoring

Staff will update the spelling errors brought up by the Committee. Walette mentioned that as a Board, we may need to use our personal emails. A lot of work emails are available to the public and this could affect our confidentiality policy. Linda stated that when we send out our Conflict of Interest form in January we will ask if Board members use a personal email for ElderSource business.

Motion

Walette Stanford moves to keep the Policy and Procedures as they are. Janet Adkins seconded the motion. The motion passed unanimously.

Board Attendance

The Committee reviewed attendance for 2019. There are no members with any concerns with attendance. We want to encourage members at the next Board meeting to attend in person or use the video option on Zoom.

Board Member Recruitment

The Committee will continue to recruit potential Board members for Clay, Baker, and Flagler Counties. Sue reminded the Committee that Advisory Council Chair, Pamela Saunders, who is from Baker County, will be eligible to join the Board once she is termed off of the Council. Jackie Whyte is now an official Board member of the Eldersource Board.

The expertise and sectors we need help with are:

- Legal (Attorney)
- Eldercare
- IT/MIS
- Web Development
- Faith Based
- Finance
- Marketing
- Veterans

Linda mentioned that she spoke with Michael Korn about potential Board service and he declined due to other commitments. She will speak with Representative Cummings about Board service as he leaves the office at the end of the session.

Walette mentioned that she will bring up Board opportunity to the Leadership Jacksonville class of 2014.

ADJOURNMENT:

Having no further business, the meeting adjourned at 3:45 P.M.

Ms. Jessica Del Rio, ElderSource Executive Administrative Assistant, prepared the minutes.

NAME	BOARD MEMBER SINCE	CUR. TERM	CUR. TERM ENDS	DOB	GENDER		DIVERSITY/RACE OR ETHNICITY							
					Male	Female	LGBT	WHITE CAUC / ASIAN	BLAC / AMER	PACIF ASIAN / ISL	HISPANIC	MIXED RACE	OTHER	
Dr. Sue Krall	Nov-14	3 rd	Nov-20	1949		1		1						
Coley Jones	May-14	3 rd	May-20	1977	1				1					
Dr. Sandy L. Robinson	Jul-16	2 nd	Jul-20	1961		1			1					
Dr. Lauri Wright	Jul-18	1 st	Jul-20	1966		1		1						
Catherine Kelly	Jul-18	1 st	Jul-20	1950		1		1						
Ray Parkhurst	Sep-18	1 st	Sep-20	1955	1			1						
Stuart Gaines	Dec-12	4 th	Dec-20	1952	1			1						
Don Roberts	Dec-12	4 th	Dec-20	1949	1			1						
Pamela Sanders	Dec-18	2 nd	Dec-20	1953		1		1						
Elizabeth Gunn	Mar-17	2 nd	Mar-21	1956		1		1						
Sybil Dodson-Lucas	May-17	2 nd	May-21	1944		1			1					
Shelley Hirsch	Sep-17	2 nd	Sep-21	1965		1		1						
Melissa Gilreath	Sep-17	2 nd	Sep-21	1944		1		1						
Janet Adkins	Nov-17	2 nd	Nov-21	1965		1		1						
Ed Salek	Nov-19	1 st	Nov-21	1972	1			1						
Catherine Whitworth	Nov-19	1 st	Nov-21	1970		1		1						
Dr. Vanessa Jones Bricoe	Dec-17	2 nd	Dec-21	1959		1			1					
Walette Stanford	Nov-17	2 nd	Nov-21	1968		1			1					
Brenda Ezell	Jan-18	2 nd	Jan-22	1965		1			1					
Jackie Whyte	Nov-19	1 st	Jan-21	1945		1			1					
Totals					5	15	0	13	7	0	0	0	0	0

NAME	EXPERTISE											SECTOR						VETERAN Y/N	COUNTY	
	FUNDRAISING	PLANNING	ACCOUNTING	FINANCE	INVESTMENT	MARKETING	LEGAL	Web DEVELOPMENT	BUSINESS DEVELOPMENT	IT/MIS	OTHER	DISABILITIES	HIGHER EDUCATION	HEALTH CARE	BUSINESS	GOVERNMENT	FAITH-BASED			OTHER
Pamela Sanders		1									1							1	N	Adv. Council
Dr. Sue Krall													1						N	Baker
Coley Jones			1	1	1									1					N	Duval
Dr. Sandy L. Robinson													1						N	Duval
Walette Stanford		1				1					1				1		1	N	Duval	
Brenda Ezell							1							1	1				Y	Duval
Dr. Lauri Wright		1									1		1	1					N	Duval
Catherine Kelly						1		1			1		1						N	Duval
Ed Salek			1	1					1					1					N	Duval
Stuart Gaines			1																	Flagler
Sybil R. Dodson-Lucas		1									1					1	1	N	Flagler	
Jackie Whyte		1														1		N	Flagler	
Shelley Hirsch	1	1	1	1	1	1			1		1			1			1	N	Nassau	
Janet Adkins											1		1		1				N	Nassau
Don Roberts				1													1	N	St. Johns	
Elizabeth Gunn											1		1			1	1	N	St. Johns	
Melissa Gilreath		1	1	1	1						1					1	1	N	St. Johns	
Catherine Whitworth		1		1					1			1		1					N	St. Johns
Ray Parkhurst											1						1	N	Volusia	
Dr. Vanessa Jones-Briscoe											1		1						N	Volusia
Totals	1	8	5	6	3	3	1	1	3	10		2	6	5	4	3	8			

2020

Board Member	Description of “Other” Selection in Expertise Section	Description of “Other” Selection in Sector Section
Dr. Sue Krall		
Coley Jones		
Dr. Sandy Robinson		
Walette Stanford	Human Resources	Utility
Brenda Ezell		Real Estate/Business Law
Dr. Lauri Wright	Nutrition; Policy	
Catherine Kelly	Human Resources	
Stuart Gaines		
Sybil R. Dodson-Lucas	Logistics, implementation of projects	Community based organizations
Shelley Hirsch	Community relations; workforce advocate; education advocate; hobbies such as dancing gardening, reading (all topics), civics (history)	Community relations and sustainability
Janet Adkins	Policy development and legislative affairs	
Don Roberts		Financial Services
Elizabeth Gunn	Health care administration and nursing care	Military families and retirees
Melissa Gilreath	Project management: renovations/construction	Senior affordable housing
Ray Parkhurst	Facility engineering, project management, disaster recovery and preparedness	Nonprofit
Dr. Vanessa Jones-Briscoe	Educator, Nurse Practitioner, Healthcare Advocate.	
Pamela Sanders	Advocacy, Planning, Education, community relations, public speaking.	
Ed Salek		
Catherine Whitworth	Former Elementary School Teacher	
Jackie Whyte	Strategic Planning, Project Mgmt, Community Advocacy	Business and Social services for Seniors, Faith based

NAME	COMMITTEE APPOINTMENTS						
	EXECUTIVE	BUDGET/ FINANCE	GOVERNANCE	PERSONNEL/ BYLAWS	PLANNING AND PROGRAMS		
Dr. Sue Krall	X		X-CHAIRS				
Coley Jones	X				X-CHAIRS		
Dr. Sandy Robinson	X	X					
Walette Stanford			X	X-CHAIRS			
Brenda Ezell							
Dr. Lauri Wright					X		
Catherine Kelly				X			
Stuart Gaines	X-CHAIRS						
Sybil R. Dodson-Lucas							
Shelley Hirsch					X		
Janet Adkins			X				
Don Roberts		X					
Elizabeth Gunn	X	X-CHAIRS					
Melissa Gilreath	X	X					
Ray Parkhurst					X		
Dr. Vanessa Jones Briscoe					X		
Pamela Sanders							
Ed Salek		X					
Catherine Whitworth							
Jackie Whyte					X		

<i>OFFICERS:</i>
President: Stuart Gaines
Vice President: Coley Jones
Treasurer: Elizabeth Gunn
Secretary: Dr. Sue Leger Krall
At Large Members of Executive Committee:
Dr. Sandy Robinson, Melissa Gilreath



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