

## **Governance, Policy, HR Committee Meeting Minutes**

Thursday, April 13, 2023

3:30pm

Park Office, 3362 S. TR 151, Tiffin, Ohio 44883

Present at Meeting: Lori Hall, Janet Shutt, John Millar, Roy Zinn, and Sarah Betts

### **Meeting Minutes:**

1. **Elect Committee Chair**

Lori Hall was nominated and elected as Chairperson of the Committee following a motion made by Janet Shutt, seconded by Roy Zinn, approved unanimously.

2. **Review draft Board Bylaw updates**

Most of the modifications suggested were to move a few sections out of Board Bylaws and into Board Policy. Final draft was motioned to be approved by Roy Zinn, seconded by John Millar, approved unanimously.

3. **Review draft new Board Policy document**

This new document was reviewed in full with various word-smithing discussions. Final draft motioned to be approved by John Millar, seconded by Roy Zinn, approved unanimously.

4. **Review draft Employee Guide; Personal Time update**

It was suggested to provide 2 personal days to **all** full-time regular employees, instead of just "non-exempt". Motion made by Roy Zinn, seconded by Janet Shutt, approved unanimously.

Meeting adjourned at 4:34pm.

Minutes Submitted by Sarah Betts