



SC ADM Board of Directors' Governance Committee Meeting

Tuesday, October 13, 2026, at 4:00pm

SC ADM Board - Trailblazer Conference Room

1867 W Market Street, Suite B2

Akron, Ohio 44313

www.admboard.org



SC ADM Board of Directors Governance Committee Meeting

Tuesday, October 13, 2026, at 4:00pm

I. Call to Order

II. Review and Approve Minutes from July 7, 2026, Meeting

III. Unfinished Business

- A. Review of Board Member Term Limits
- B. Board Recruitment Updates
- C. Review Board Member Attendance
- D. BoD Education Survey Results
- E. Board Shadow Survey Responses
- F. Updated Conflict of Interest Response Summary
- G. Annual Board Training and Retreat Update

IV. New Business

- A. CharneylKeyse Governance Consultation
- B. 2027 Committee Meeting Schedule
- C. Annual Review of Board Policies
 - 1. Review of Policy 3.9 Assessment of Board Performance
 - 2. Review of Policy 4.0 Board Management Connection
 - 3. Review of Policy 4.2 Accountability of the Executive Director
 - 4. Review of Policy 4.4 Monitoring Executive Director Performance
- D. Board Shadow Recruitment Strategies
- E. Focus Governance Platform Utilization Promotion

V. Comments from the Public

VI. Adjournment

Next Meeting Scheduled: TBD, at 4:00pm in the SC ADM Board Trailblazer Conference Room.



Minutes for SC ADM Board of Directors Governance Committee Meeting

07/07/2026 | 04:03 PM - 05:12 PM - 05:00 Eastern Time (US & Canada)

SC ADM Board Trailblazer Conference Room

Attendees (5)

James Merklin; Monica Andress; Crystal Burnett; Henry Johnson; Marc Lee Shannon

Committee Members Absent

Lt. Utomhin Okoh

ADM Board Staff Present

Aimee Wade, Executive Director (Virtual); Dominique Curley, Executive Administrative Assistant

Other Parties Present

Dr. Margeret Halter, Ex officio; Dr. Valerie Kreider, Community Member

Call to Order

With a quorum present, Chair James Merklin called the meeting to order at 4:03pm.

Review and Approve Minutes from May 14, 2026, Meeting

MOTION: Marc Lee Shannon

SECOND: Crystal Burnett

That the SC ADM Board of Directors' Governance Committee approve the minutes of the May 14th, 2026, meeting of the Governance Committee as presented.

VOTE: Verbal Vote - Motion Passed

Unfinished Business

A. Review of Board Member Term Limits

- The committee reviewed the board roster and discussed term limits and opportunities for continued service.

B. Recruitment Updates

- The committee reviewed the recent Board application received and was informed that Governance Committee Chair James Merklin and Executive Director Wade met with the prospective Board Shadow. The committee agreed to offer the candidate a position in the 2026-27 class.
- The committee discussed the continued success of the Board Shadow Program, solidifying the program in policy, average number of participants and expanded recruitment.
- The committee also discussed gathering feedback from participants upon completion of the Board Shadow Program. It was agreed that a Board Shadow survey will be developed to assess participants' experiences and identify opportunities for program improvement.

C. Board Attendance and Engagement

- The committee discussed Board attendance and member engagement and emphasized the importance of continued participation and involvement in Board activities.

D. 2026 Govern for Impact Conference Overview & Future Training

- The committee discussed Executive Director Wade's recent governance certification and its value in supporting Board development and strengthening governance practices.
- Members also discussed future Board education opportunities, including engaging a governance consultant for a virtual training session, incorporating Governance Coach educational modules into Board education or retreat programming, providing governance refreshers for current Board members, and including printed Board policy manuals as part of the orientation process for new members, if requested.

E. 2026 Board Education & Annual In-Service Training

- The committee reviewed the proposed agenda for the 2026 Board Education and Annual In-Service Training and discussed educational priorities for the upcoming year. The committee also agreed that a Board of Directors Education Survey will be distributed to gather feedback and identify topics for 2027 Board development.
- The committee discussed the potential future development of a Board AI policy to address the use of artificial intelligence in Board governance and related activities.

F. Update on Governance Platform Utilization and Renewal Options

- The committee reviewed the current Governance Coach platform subscription, noting that the subscription remains active through August 2026 and does not automatically renew.
- Members discussed current utilization of the platform, opportunities to increase awareness and engagement through Board training and education. The annual renewal cost remains \$1,500. Following discussion, the committee agreed to recommend to the full Board approval of the Governance Coach subscription renewal at the July Board meeting.

G. Policy 3.8 – Board Committee Principles: Governance Investment Thresholds

- The committee discussed Policy 3.8 – Board Committee Principles: Governance Investment Thresholds, including clarification that conference attendance approvals should be presented to the full Board for approval when they reach the designated thresholds. Members also considered potential updates to the policy language and thresholds; ultimately deciding to table the discussion to be revisited in the next meeting.

New Business

A. Update Property Tax Ballot Initiative and Local Activity

- Executive Director Wade updated the committee regarding the statewide property tax ballot initiative and on-going local and statewide strategies.

B. Review of 2026-2027 Conflict of Interest Submissions

- The committee received an update that all Conflict of Interest forms have been submitted.
- The committee discussed potential conflicts of interest identified through the disclosure process and reviewed the importance of maintaining current and transparent disclosures. The committee agreed to relaunch the Conflict of Interest disclosure form with some clarifying information to provide Board members with an opportunity to review, update, and resubmit their information.

C. Review of Policy 3.2 – Board Job Description

- The committee reviewed Policy 3.2 and found no recommended changes.

D. Review of Policy 4.3 – Delegation to the Executive Director

- The committee reviewed Policy 4.3 and found no recommended changes.

E. Review of Committee Policy Review Schedule

- The committee reviewed the 2023 Board Process – Board Management Connection Monitoring by Month schedule and discussed potential future updates to the policy manual, including the incorporation of the Board Shadow Program. The committee also discussed the possibility of engaging a consultant to conduct a comprehensive review of the Board Policy Manual and provide recommendations for future updates.

Comments from the Public

- Dr. Valerie Kreider, Community Member expressed that she enjoyed attending the meeting.

Adjournment

MOTION: Henry Johnson

SECOND: Crystal Burnett

That the SC ADM Board of Directors' Governance Committee move to adjourn this meeting of Tuesday, July 7th, 2026.

Next Meeting Scheduled: Tuesday, October 13, 2026, at 4:00pm in the SC ADM Board Trailblazer Conference Room.

VOTE: Verbal Vote - Motion Passed

The Meeting was adjourned at 5:12pm.