

# ANNUAL COMMITTEE REPORT FOR YEAR ENDING 9/30/2022

Quarterly Committee Reports on Subsequent Pages

Committee: Governance

## BENZIE SENIOR RESOURCES STRATEGIC PLAN - AREAS OF STRATEGIC FOCUS

**A: Strategic Focus: Broaden and deepen the services we provide, aligned with our mission.**

**B: Strategic Focus: Enhance our communications, marketing, & engagement capabilities.**

**C: Strategic Focus: Strengthen and deepen our physical, financial, & operational capacity.**

### Accomplishments for year ending 9/30/2022

- Formed new Governance Committee, first meeting held on June 27<sup>th</sup>, 2022.
- Officially Adopted Governance Committee Charter
- Updated Board of Directors Composition Summary to include "Term" status for Board Members and Officers
- Developed slate of nominees for the October 2022 Annual Meeting
- Began initial review/update of the New Board Member Orientation process.
- Launched development of the Facility Needs Assessment Taskforce

### Committee Goals for year ending 9/30/2023

- Expand Board of Directors Membership up to 13-15 members with a clear focus on underrepresented attributes/expertise
- Finalize development of the Facility Needs Assessment Taskforce
- Complete review/update of the New Board Member Orientation process and implement the process for all new Board Members
- Expand Governance Committee membership to include non-board members.
- Develop process(es) to thoroughly assess current volunteers' expertise and interest and engagement.

## **BSR Governance Committee**

**FY 2023 – First Quarter Report for October – December 2022**

### **First Quarter Activities:**

- Completing the update of New Board Member Orientation process with Doug Durand
- Added Dinah Haag as a new Board Member – representing the Religious Faith Community
- Completed the Facility Benchmarking Visits and reviewed the summary with the Leadership Committee

### **Second Quarter Priorities:**

- Continue efforts to expand the Board of Directors Membership up to 13-15 members primarily focused on the underrepresented attributes/expertise identified by the Executive Director
- Finalize facility needs Assessment Taskforce

## **BSR Governance Committee**

**FY 2023 – Second Quarter Report for January – March 2023**

### **Second Quarter Activities:**

- Continued search for potential BSR Board Member candidates and solicit their level of interest.
- Distributed the Facility Benchmarking to the full Board of Directors for review and input.
- Proposed pursuit of an exterior shed at the Administration Building for storing durable medical equipment and freeing up valuable meeting/office space in the building.
- Met with Benzie Wellness and Aquatic Center President, Diane Tracy, to explore potential facility collaboration opportunities with the Crystal Lake Elementary School property and formed small working team.
- Prepared a rough draft facility needs assessment/gap analysis for our current/future facility.

### **Third Quarter Priorities:**

- Post the New Board Member Orientation package and the Board Member Contact list on the BSR Portal.
- Post updated BOD Composition Worksheet and Committee Membership Summary on the BSR Portal.
- Continue to expand the Committee Membership to include additional non-board members.
- Purchase/install storage shed for durable medical equipment on the Administration building property.
- Continue to develop a facility needs assessment/gap analysis for our current/future facility.
- Evaluate the viability of a facility collaboration agreement with the Benzie Wellness and Aquatic Center.
- Support the Leadership Committee's feasibility analysis of the Crystal Lake Elementary School property for BSR future needs.

## **BSR Governance Committee**

### **FY 2023 – Third Quarter Report for April – June 2023**

Note: The Governance Committee only met once during the third quarter (April 24<sup>th</sup>) as the primary focus has been working with the Leadership Committee on evaluating future facility needs

#### **Third Quarter Activities:**

- Continued search for potential BSR Board Member candidates and solicit their level of interest.
- Worked with the Leadership Committee on evaluating future facility needs (See Leadership Report Out for details)

#### **Fourth Quarter Priorities:**

- Post the New Board Member Orientation package and the Board Member Contact list on the BSR Portal.
- Post updated BOD Composition Worksheet and Committee Membership Summary on the BSR Portal.
- Continue to expand the Committee Membership to include additional non-board members.
- Purchase/install storage shed for durable medical equipment on the Administration building property.
- Continue to develop a facility needs assessment/gap analysis for our current/future facility.
- Support the Leadership Committee's needs & feasibility analysis of a potential BSR facility expansion.